



UMUZIWABANTU MUNICIPALITY

ANNUAL REPORT

2015/2016

Developed by: The Strategic Planning Office
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2014/2015

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CHAPTER 1: MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

COMPONENT A: MAYOR'S FOREWORD



It is a pleasure once again to present the Umuziwabantu Annual Report. The report is a means to illustrate the hard work done by the municipality as well as to highlight challenges faced during the financial year.

I further take pleasure in acknowledging both private and public stakeholders, who have contributed immensely towards the development and wellbeing of the municipality through partnering with this Council and ensuring ongoing support where applicable. None of the work illustrated in this document would have been possible without them.

The 2015/ 2016 financial year has been a busy year for the municipality taking into account that we were approaching the local government elections held on the 3rd of August 2016, so as the council we had a mammoth task of ensuring that most projects promised to be done had to be completed.

The financial year has reaped many achievements especially on our infrastructure projects such as the completion of Callway Street; the completion of this road is such a major achievement for us because its better accessibility has made the lives easier for the disabled learners from Harding Special School. Further to this, an amount of R22mil had been put aside to accommodate all our infrastructural projects planned for the financial year including the erection of high masts in ward 4 and ward 3.

The infrastructure developments have contributed towards an increased employment opportunities and skills development in our area. The project that has met these contributions is the construction of D911 and D912 roads in Ward 4, the project that was worth R85 000 000 injected by SANRAL, had a high impact on the community of KwaMachi, because not only did it focus on providing easy access to community facilities near the road but these facilities such as the tribal court and schools, had an upgrade as part of the Corporate Social Investment programme by SANRAL.

What we will always appreciate about this project is its impact on youth development because 40 young people were trained on construction.

Subsequent to training 8 SMMEs were formed and 16 members were given skills in entrepreneurship. Further to that the local municipality supports these SMMEs to be given sub contract work by companies that are hired to do certain capital projects for the municipality.

The project that also made a mark was the upgrading of Hawkins Street and storm water drainage of the street; this has improved the infrastructure of the CBD area in our municipal area.

It is our duty as government to ensure that reports such as these one are published as they reflect on the operations done by the municipality during the year under review.

This report reflects significant improvement on infrastructure development and growth of investment directed to our area.

As we continue to work towards the fulfilment of the municipal vision, I would like to once again acknowledge the role played by all our stakeholders in ensuring that service delivery reaches all corners of our Municipality through active engagements. We as the Council of Umuziwabantu Municipality look forward to continue working with you all, and for the community of Umuziwabantu. We are positive that the Municipality future holds the promise of a better life for all who wish to live and work here.

COUNCILLOR D NCIKI
MAYOR: UMUZIWABANTU MUNICIPALITY



MUNICIPAL MANAGER'S STATEMENT

An annual report of a municipality is developed annually in compliance with the Local Government Municipal Systems Act and the Municipal Finance Management Act. It is used as a communication tool between the municipality and all its stakeholders to communicate both the financial and non-financial performance of the municipality for the year under review. Publishing of the annual

report is resumed only after it has been submitted together with the municipality's financial statements for auditing by the Auditor General. This (auditing) happens between August and December each year. This is done to ensure that the report presented by the municipality to the public has credibility, as it contains audited information.

I am enchanted to report to council and the community at large that once again our municipality, after thorough audits by the Auditor General has obtained Unqualified *Audit Opinions* for 2015/2016 financial year. This accomplishment therefore shows the enormous dedication and hard work by our leadership in ensuring public funds are utilised accordingly and service delivery objectives are achieved.

The municipality was also awarded by COGTA for its progress on the credibility of IDP document and we were number 13 on the KZN municipal scoring. This achievement demonstrates that the municipal staff is dedicated to improve service delivery.

Going further the enforcement of informal traders' bylaws project was started and this will help solve the informal trading issues and identifying economic development issues. So the full support of the council when it comes to the enforcement of the bylaws is essential because we all need to speak in one voice especially when it comes to the adherence of the bylaws.

As the head of administration I would like to express our sincere appreciation to council in a manner in which the leadership has led and conducted their oversight role. I also thank all role players who contributed positively towards good governance of this municipality, more especially the political leadership, municipal staff, ward committees and the community at large.

MR SD MBHELE
MUNICIPAL MANAGAER

COMPONENT B: EXECUTIVE SUMMARY

1.1 MUNICIPAL OVERVIEW

The name Umuziwabantu is an IsiZulu name meaning “The people’s home”. This name is apparently derived from the fact that the local Inkosi’s used to meet to discuss matters concerning their tribes and this strengthened the relationship between these tribal authorities. This advocated a situation where problems emanating from differences would be resolved amicably through negotiations.

Umuziwabantu Municipality is located in southern KwaZulu-Natal. It is one of six local municipalities located within the UGU District.

The municipality is bordered by:

- Ray Nkonyeni to the North East (Ugu District, KZN)
- Greater Kokstad to the North West (Harry Gwala District, KZN)
- Umzimkhulu to the North (Harry Gwala District, KZN)
- Mbizana to the South (Alfred Nzo District, Eastern Cape)

The municipal area is constituted as follows:

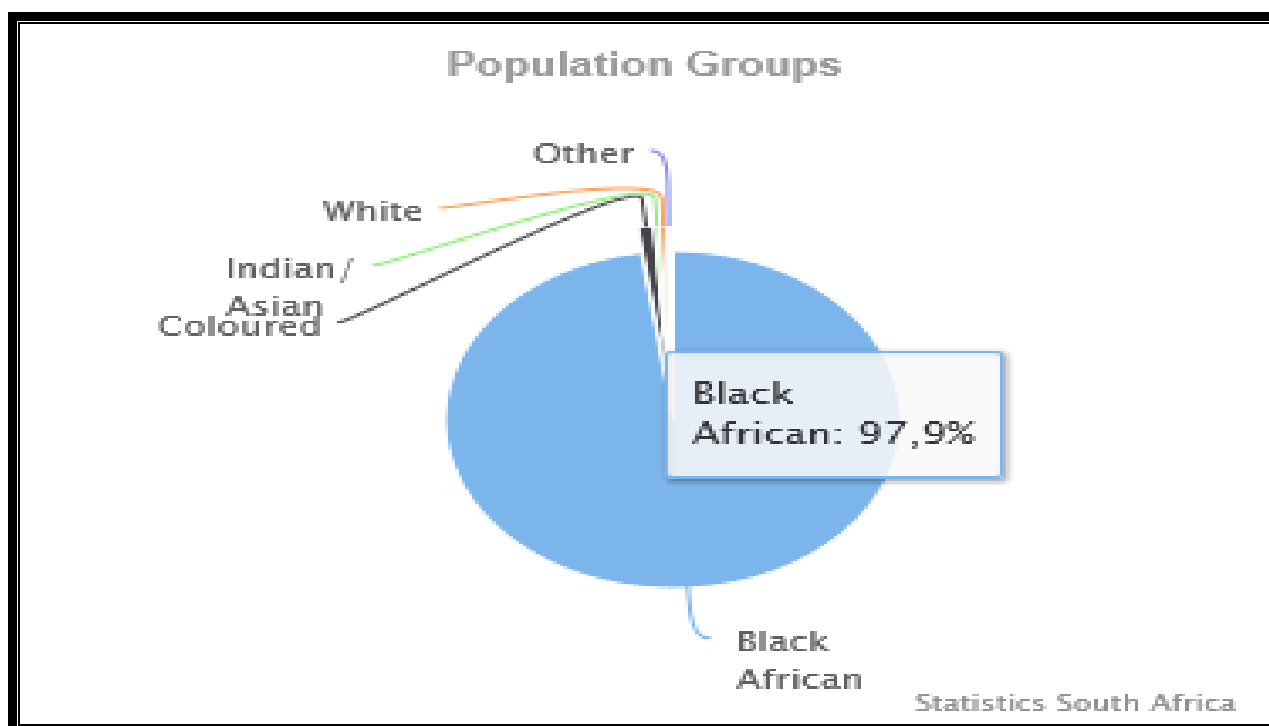
AREA	PERCENTAGE
Urban Area	9.9%
Tribal / Traditional Area	86.5%
Farm Area	3.4%

PHYSICAL	Total Area:	1089.47km²		
	Altitude Range	169m to 2 266m above sea level		
POPULATION*	Total Population:	98 157	Population Density:	90 people/km²
	Urban/Rural Split	13.8% urban/ Rural: 86.2%		
	Languages			
	isiZulu	88.1%	IsiXhosa	4.9%
	English	2.9%	Afrikaans	6.0%
	IsiNdebele	1.3%	Other	2.0%
ECONOMIC	GDP	R1,166 m	Unemployment	33%
ADMIN-ISTRATION	Municipal Code	KZ214		
	No. Wards	10 wards		
	Traditional Councils	6		

Table 01: Umuziwabantu 2015/2016 reviewed IDP.

The Municipal tribal area is represented as per the table below.

WARD	TRIBAL AUTHORITY
Ward 01	Nhlangwini, KeaFodo, KwaMbotho, Thokozani and Dumisa tribal authorities and farmlands.
Ward 02	KwaMbotho, Bashaweni, Xambu, and farmlands.
Ward 03	Harding and Farmland
Ward 04	Part of Izibonda tribal authority (Kwa-Machi)
Ward 05	Part of Izibonda tribal authority (Kwa-Machi)
Ward 06	Part of Izibonda tribal authority (Kwa-Machi)
Ward 07	Part of Inhlengano and Izibonda tribal authority (Weza State Forest and Farmlands)
Ward 08	Part of Izibonda tribal authority (Kwa-Machi)
Ward 09	Part of Inhlengano and Izibonda tribal authority
Ward 10	Part of Izibonda tribal authority (Kwa-Machi)



According to Census 2011, Umuziwabantu Local Municipality has a total population of 96,556 people, of which 97,9% was black African, 0,5% are white and with the other population groups making up the remaining is 1,6%.

Of those aged 20 years and older, 6,3% have completed primary school, 30,4% have some secondary education, 15,3% have completed matric, 4,9% have some form of higher education, and 16,4% have no form of schooling.



CHAPTER 2: GOVERNANCE

COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

2.1 Powers and functions of council

The Municipal Council has both legislative and executive powers. It is chaired by the speaker, whose duties are listed in the municipal delegations as follows:

- Presides at meetings of the Council and signs the minutes of the Council meetings.
- Ensures that Council meets at least quarterly.
- Coordinates the arrangements regarding dates and venues for the meetings.
- Maintains order during meetings of the Council and ensures that the meetings are conducted in compliance with the Council's rules of order.
- Performs all other duties assigned to him / her in the Council's rules of order of the Council.
- Ensures compliance with the Code of conduct for councillors.
- Authorises any investigation or enquiry into suspected or alleged impropriety by councillors or any alleged breaches of the code of conduct for councillors.
- Determines where and when Council meets.
- Convenes special meetings of Council at his/her discretion or on request of the majority of Councillors she/he must do so.

In accordance with Council resolution of 1st June 2011, Council delegated some powers to the Executive Committee with an exception of those expressly excluded by law. Some of these exclusions include:

- Passing of by-laws
- Approval of budgets
- Imposition of rates and other taxes, levies and duties and
- The raising of loans
- Settings of tariffs
- Entering into service delivery agreements in terms of section 76(b) of the Municipal Systems act
- Appointment of the Municipal Manager and Section 56 managers.
- Approval or amendment of the Integrated Development Plan

Council has three portfolio committees which are:

- Finance, Budget control and Corporate Services
- Planning, Housing, LED and Infrastructure Development
- Community Services

PORTFOLIO COMMITTEES AND THE IDP FORUM TERMS OF REFERENCE

PORTFOLIO COMMITTEE	TERMS OF REFERENCE
Finance; budget and Corporate Services	<ul style="list-style-type: none"> ▪ Municipal finance including billing; ▪ Municipal rating and taxation; ▪ Municipal insurance; ▪ Municipal banking and investments; ▪ Loans and governmental subsidies; ▪ Grants in aid ▪ Labour Relations ▪ <p style="text-align: right;">Occupation</p> <p>al Health and Safety</p>
Community Services	<ul style="list-style-type: none"> ▪ Municipal health services; ▪ Squatting; ▪ Groups with special needs (youth; women; elderly and the disabled); ▪ Street Vending; ▪ Education, crèches, welfare in general and religious services; ▪ HIV and AIDS ▪ Business licensing; ▪ Cemeteries and crematoria; ▪ Refuse removal, refuse dumps and solid waste disposal; ▪ Cleansing, road and storm water maintenance; and ▪ Building maintenance ▪ Disaster management ▪ Traffic services ▪ <p style="text-align: right;">Fire fighting</p> <p>services</p>
Planning; LED; Housing and Infrastructure	<ul style="list-style-type: none"> ▪ Local economic development; ▪ Promotion of industrial development; ▪ Land matters; ▪ Rendering of basic services ▪ Electricity and gas reticulation; ▪ Storm water management systems in rural and urban areas; ▪ Street lighting; ▪ Capital roads items and construction; ▪ Storm water capital items; ▪ Housing Projects; ▪ Housing development; and ▪ <p style="text-align: right;">Housing</p> <p>Projects administration</p>
IDP FORUM	<ul style="list-style-type: none"> ▪ Coordinate and facilitate IDP Projects ▪ Debates and review IDP objectives ▪ Integrates sectorial and other stakeholders strategic plans ▪ <p style="text-align: right;">Propose</p> <p>recommendations to both EXCO and Council.</p>

2.2 Political Governance

The Council of Umuziwabantu Municipality was inaugurated on the 1st of June 2011. During the year under review, the Municipality's Council comprised of 10 Councillors, four of whom are full time. There are four political parties represented in Council, which are:

- African National Congress
- National Freedom Party
- Inkatha Freedom Party
- Democratic Alliance

The political party and gender representation in the Umuziwabantu Municipal Council is illustrated below:

POLITICAL PARTY NAME	OVERALL NUMBER OF COUNCILLORS	GENDER REPRESENTATION	
		Female	Male
African National Congress	12	4	8
National Freedom Party	4	0	4
Inkatha Freedom Party	2	1	1
Democratic Alliance	1	0	1
Total	19	5	14



FULL COUNCIL



Cllr S O Njongo



Cllr C P Nkomo



Cllr C Z Skosana



Cllr S W Vethe



Cllr M V Vezi



Cllr M P mteshane



Cllr M S Charane



Cllr M Gallagher



Cllr A T C Houston



Cllr M V Nyathi



Cllr X Ndlangisa



Cllr T H Chiliza

EXECUTIVE COMMITTEE

The EXCO (Executive Committee) consists of three members and the Speaker, who is an ex-officio member. The following illustration depicts the members of the Executive Committee.



**CLLR D NCIKI
MAYOR**



**CLLR AD NGUBO
SPEAKER**


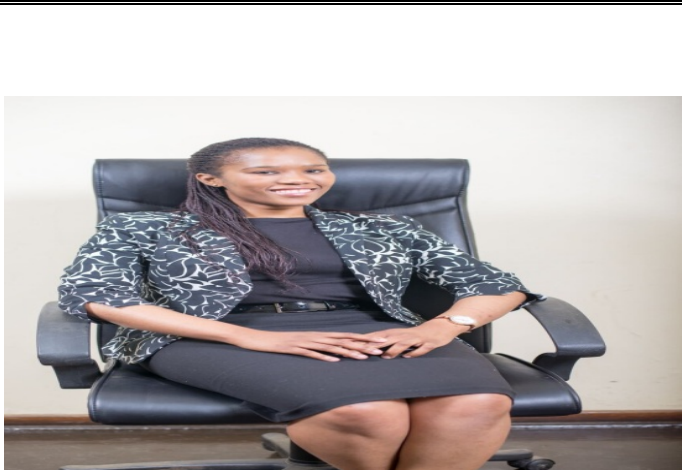




**CLLR NB DLAMINI
EXCO MEMBER**

**CLLR B GAVU
DEPUTY MAYOR**



2.3 ADMINISTRATIVE GOVERNANCE

Municipal Manager : Mr SD Mbhele	Key Functions
	<p>The Municipal Manager is the Accounting Officer of the Municipality and is responsible for ensuring that the administration is run effectively. And as such he is responsible for the establishment and maintenance of a strategic system of the municipality, is accountable for the formation and development of an economical, efficient and accountable administration in order to ensure that the objectives of sound governance principles can be achieved. He is also accountable for various financial management duties as the accounting officer of the Municipality.</p>
Chief Finance Officer: Ms T Mhlongo	Key Functions
	<p>Ms T Mhlongo (Resigned October 2015)</p> <p>Provides leadership and guidance in overseeing all Treasury activities, ensuring compliance with all acts and legal prescripts required for accurate reporting to all stakeholders. Under her leadership, which the following units aimed to achieve their objectives: Supply Chain Management, Expenditure, Budget and Asset management, Income.</p>

Director Community Services : Mr WT Gumede	Key Functions
	<p>Provides leadership and guidance to the Department for the achievement of Organisational goals and IDP objectives which enhance service delivery achievements and better services delivered to community. Under his leadership he ensures that the following units aim to achieve their objectives: Parks and Gardens, Waste Management, Environmental management, Protection services and Traffic Control, Maintenance of community facilities, Fleet management and Library services.</p>
Director Infrastructure: Mr SP Malinga	Key Functions
	<p>Provide leadership and strategic direction in regards to housing, roads & storm water, electricity, public works, construction of public infrastructure, institutional & social development and project management administration. Provide guidance to the council, executive committee and local community with regards to provision of basic infrastructural services. Ensure compliance with all legislative requirements.</p>
Director Planning : Vacant	Key Functions



Mrs E Schachinger
Manager Human Resource



Ms N Mayeza
Manager Administration and Auxiliary services



Mrs H Mchunu
Manager Budget and Reporting



Mr K Letebele
Manager Project Management



Mr S Stemele
Manager Supply Chain



Mr M Mohlaoli
Manager Special Programs



MS LINDELWA MKHWANAZI
Manager: Internal Audit and Risk Management



MR M MBOTHO
Manager: Youth Development



Mr L NDAWONDE
Manager: Expenditure



MR R NDLOVU
Manager: Protection Services

2.5 AUDIT COMMITTEE CHAIRPERSON'S REPORT.



UGU SHARED AUDIT SERVICES
COMMITTEE
28 CONNOR STREET,
PO BOX 33, PORT SHEPSTONE
039 688 5700

**UMUZIWABANTU LOCAL
MUNICIPALITY**
REPORT OF THE CHAIRPERSON: 2016
AUDIT & PERFORMANCE AUDIT
COMMITTEE
EXTERNAL AUDIT SHARED SERVICES

Members of the Audit Committee:

Mr. Bheki Dladla - Member
Mrs. Chantel Elliott – Member
Mrs. Bongeka Jojo – Member
Mr. Paul Preston – Chairperson

1. INTRODUCTION

In terms of section 62(1)(c) of the Municipal Finance Management Act (MFMA), No.56 of 2003, the Municipal Manager is the Accounting Officer and is responsible from managing the financial administration of the municipality. The Audit Committee is appointed in terms of Municipal Legislation, to assist and to advise the Mayor, Speaker and Municipal Manager of the Municipality. It is afforded wide powers and statutory obligations in terms of Section 166 of the Municipal Finance Management Act. This report documents the activities of the Audit Committee sitting as a shared service for the Umuziwabantu Local Municipality for the 2015/2016 financial year.

2. MEMBERS AND MEETINGS OF THE AUDIT COMMITTEE

In terms of the MFMA and the Umuziwabantu Local Municipality's Audit Committee Charters, the Audit Committee as at the 30 June 2016, included four external independent members. None of the members were Councillors or the Manager. The Audit Committee included the members listed above and met four (4) times per annum as per its approved Charter and three (3) times during the year as a Performance Audit Committee which was in excess of requirements.

These meetings included ongoing assessment of statutory compliance, risk in respect of the Municipalities:-

1. Compliance with legislation;
2. Completeness and Accuracy of Financial Statements;
3. Performance evaluation of Managers and in terms of Performance Targets; and considered the Municipality's financial position.
4. Considered Risk and risk related to Fraud

The Audit Committee also sat as a Performance Audit Committee for performance audits in respect of Section 40, 41, 43 and 46 of the Municipal Systems Act (MSA). Councillors, unless specifically invited, are excluded from meetings. The Audit Committee discusses issues and constructively interrogates management. COGTA, the Auditor General and Treasury (are standard invitees to all meetings), and provide comment and advice. The Audit Committee initiated discussions with adequate opportunity to question management and which is focused on compliance with the fields and areas of concern tested by the Auditor General. Audit Committee members respect and maintain the confidentiality of topics in the meetings and concerning the Agendas. Audit Committee members approved meeting minutes to ensure they captured the essence of issues and discussion. Committee members met with another and exchanged e-mails with the acting Chief Financial Officer, the Internal Auditor and the Auditor General between meetings if issues or concerns arose. Engagements separately with the Auditor General took place. An atmosphere of mutual trust and respect exists between the Audit Committee and Municipal Management while maintaining a healthy scepticism and independence.

3. AUDIT COMMITTEE'S RESPONSIBILITIES AND DUTIES

The Audit Committee's responsibilities are outlined in Section 166(2) of the MFMA. The Internal and External Audit Committee Charters were reviewed by the Audit Committee and care is taken to enhance the independence and impartiality of the Audit Committee in line with King III on Corporate Governance.

In discharging its responsibilities for the year ended 30 June 2016 the Audit Committee considered the Following:-

3.1 Audit Committee Meetings

- Reviewed the quality of the financial information, financial statements and other Statutory and regulatory reporting required by the Municipality which was tabled before the Audit Committee;
- Reviewed the draft annual financial statements and the draft Performance Audit information prior to submission to Council and then submission to the Auditor-General and made recommendations on enhancing the quality of disclosure;
- Reviewed the draft annual financial statements and performance information to ensure they present a balanced credible and understandable assessment of the

position, performance and prospects of the Municipality and implemented corrective action;

- Reviewed the Auditor General's proposed Management report in relation to the year ended June 2015;
- Discussed problems and possible improvements in the municipality's structures and management, arising from the audit, and any matters the A.G. wished to discuss;
- Reviewed the Auditor General's management letter and management response with regard to corrective action or non-material findings to be undertaken in response to significant internal audit findings;
- Identified key matters arising in the prior year's management letter and satisfied itself that areas for improvements on non-material findings was being properly followed up;
- Reviewed the Internal Audit Plan in conjunction with Key Performance Areas and Service Delivery;
- Reviewed contract management and compliance legislation.
- Eliminated possible misstatements in the Draft Financial Statements.
- Considered compliance with 2001 Performance Regulations
- Integrated Forestry Agreements.

3.2 Performance Management

The Audit Committee, sitting as a Performance Audit Committee, considered matters relating to performance management in order to discharge the responsibilities prescribed in terms of Regulation 14(4) of the Local Government: Municipal Planning and Performance Management Regulations, 2001.

These responsibilities included:

- A review of the quarterly reports submitted by internal audit.
- Considered the mid-year performance review.
- Considered Planning and Performance Management Regulations and National Key Performance Indicators.
- Reviewed the performance management system and testing the functionality thereof and compliance with the Municipal Systems Act and the MFMA.
- Focused on the economy, effectiveness, efficiency, reliability and impact applicable to the Municipality's own key performance indicators.

- Considered the application of Sections 40, 41, 43 and 46 of the Municipal Systems Act, with reference to the I.D.P. and the shortcomings of the Municipality in this regard and reviewed same prior to submission to the Council and the Auditor General.
- Established that there has been notable discipline by the Municipality concerning Sections 40, 41, 43 and 46 of the Local Government: Municipal Systems Act in that the reporting in respect of the Integrated Development Plan (“IDP”) has been found to be consistent with the objectives, indicators and targets in the approved annual performance plan. This was noted by the Auditor General which made a favourable finding. The Auditor General has found that the cause of the consistency is very much because of adequate review of reports before submission.
- Performance Management during the year to ensure that it provided credible information indicating or giving assurance that Performance Management is receiving attention.
- This is particularly well received by the Audit Committee and the Municipality has benefitted from the services of an able Internal Auditor for much of the financial year.
- Aligned the IDP, SDBIP and the Municipalities pre-determined performance targets and performance measures.

3.3 Leadership

3.3.1 The Municipality operates within a sound interpersonal framework.

3.3.2 The Municipal Manager of the Municipality is informed, technically sound and capable.

3.3.3 In Financial Management by the acting CFO the Municipality is satisfactory. There were minor issues raised by the Auditor General, but none of these minor issues impact materially on the financial health of the Municipality and the unqualified audit finding.

3.3.4 Performance Management against pre-determined objectives and compliance levels concerning statutory compliance has been addressed.

3.3.5 The Municipality has performed satisfactorily in the area of Performance Management, which is a challenging sphere, and much attention and debate took place with both the Audit Committee and by representatives of the Auditor General.

3.3.6 The Auditor General has found that the Municipality has provided credible measures taken to improve its performance and its evaluation of its own performance and to manage its own performance evaluation.

3.3.7 This resulted in an unqualified Audit Report in all areas tested by the Auditor General for the year.

3.3.8 The Political and operational leadership of the Municipality are worthy of recognition for this achievement.

3.4 Internal Control and Internal Audit

The External Audit Committee is responsible for monitoring and advising in respect of the effective functioning of the Internal Audit activity. Internal Audit reports functionally to the Audit Committee and administratively to the Accounting Officer.

The Audit Committee:-

- has direct access to Internal Audit through a reporting relationship set out in the MFMA, with Internal Audit thus supporting its independence from management.
- via the Chairperson has conducted private telephone calls and exchanged e-mails, and been available for meetings with the Manager of Internal audit and the Municipal Manager to allow for frank discussion of issues and concerns and risk.
- evaluated the performance of internal audit and the independence and effectiveness of the internal auditors.
- understands the scope of internal and external auditor's review of internal control over financial reporting, and obtained reports on significant findings and recommendations, together with management's responses.
- evaluated controls over the overall operational and financial reporting environment and reviewed the effectiveness of the internal controls.
- assessed the adequacy of performance of the internal audit function, and the adequacy of available internal audit resources.
- reviewed the adequacy and frequency of corrective action taken in response to any Auditor General's findings raised in the prior year.
- reviewed and approved the Internal Audit Charter, the Municipality's Internal Audit Plan and Internal Audit's conclusions with regard to internal control.
- Frequently discussed matters with respect to risk assessment, the risk register and regular, ongoing asset management and the asset register.
- discussed at length the challenges in performance management.
- considered statutory compliance in several areas of Municipal responsibility.
- monitored compliance with Legislation and supply chain management.
- Considered VAT compliance.
- considered and reviewed compliance with GRAP
- Regularly considered Property Plant and Equipment (PPE)
- Planned and attended Performance Evaluations for Senior Managers

3.5 Compliance and Ethics

From a review of various reports and discussions held at Audit Committee meetings the Audit Committee noted that a Fraud Prevention Strategy was in place and a Code of Conduct for Municipal staff and its Councillors in terms of the Municipal Systems Act was applied by the Municipality. The Audit Committee is satisfied that it has complied with its responsibilities. It has reviewed the effectiveness of mechanisms for the identification and reporting of compliance with laws as set out in the pre-determined Internal Audit Plan and regulations; and the findings of regulatory bodies or audit observations. It must be stated, however, that fraud is very difficult to detect at any level.

3.6 Section 71 (of the MFMA) Management Report

This is required at each Audit Committee meeting from the Chief Financial Officer. It is most helpful in providing a contemporaneous indication of the financial health and state of the Municipality at any given time. The Audit Committee recommends at each meeting that monthly section 71 Management reports also be submitted to the Council during the year.

3.7 The Consideration of the Auditor General's Report

The Auditor General has tabled its Final Management Report and Audit Finding in respect of the year under review. The Auditor General expressed a **Clean Audit Opinion** for the year.

3.8 In-year reports submitted in terms of the MFMA

The quarterly Performance Management reports (PMS), consideration of the budget and its alignment with the IDP and SDBIP, Internal Audit reports and the Annual Performance Reports have been interrogated by the Audit Committee. The Audit Committee reviewed these reports and was generally satisfied with some of the content and quality of these reports prepared in respect of performance management and issued on behalf of the Accounting Officer and management during the year under review and the minutes of the External Audit Committee reflects this.

3.9 Internal Audit Function

During the year under review, an audit plan was prepared based on the Annual Risk Assessment. The following is a list of areas of concerns which required Internal Audit and Management's high levels of attention:

- Ethics
- Asset Management Review
- Bi-annual reviews of Performance Management
- Financial Discipline Review
- Rates Revenue
- Follow Up Review: Revenue Management

- Information Technology General Controls Review
- Supply Chain Management Discipline Review
- Corrective Action Plans: A-G Management Report & Audit Reports
- Section 36 and 17(1)(c) of Supply Chain Management Regulations
- Annual Financial Statements
- Fraud Prevention and Fraud Risk Register
- Statutory Compliance.
- Risk Management and the Risk Register
- Performance Management
- Internal Audit Plan
- Property Plant and Equipment and Asset Register
- VAT
- Supply Chain Management (SCM)
- Generally Recognised Accounting Practice (GRAP)

An annual assessment of the Internal Audit Function had been completed the Audit Committee. The External Audit Committee is satisfied with the performance of the Internal Audit function and reports that all projects in terms of the approved risk based annual audit plan had been adequately provided to the Audit Committee as required by Legislation. The plan comprising of the approved projects for the Financial Year 2015-2016 and its status of attention is reported upon in the Internal Audit Report within the Annual Report under the auspices of the Office of the Municipal Manager.

4. EVALUATION OF ANNUAL FINANCIAL STATEMENTS

The Audit Committee has reviewed the credibility, the draft annual financial statements and the Municipality's draft Performance Management assessment for the year ended 30 June 2016 prior to same being submitted to the Auditor General on the 31 August 2016. The Committee reviewed the accounting policies and practices and evaluated the draft annual financial statements based on the information provided to the Committee and considered the integrity of the said statements in complying in all material respects with the requirements of the MFMA and Treasury Regulations as well as the statements of Generally Recognised Accounting Practice (GRAP). It considered the compliance levels of the Performance Management assessment.

The Committee will interrogate the audited financial statements together with the report of the Auditor General and the related management letter and Audit finding with management responses and the required corrective action for the previous financial year. It will provide the Municipal Council with an authoritative and credible view of the financial position of the municipality, its efficiency and effectiveness on overall compliance with the MFMA and any other applicable legislation, and its Performance Management.

5. RESOLUTIONS

With reference to Treasury Circulars, the Audit Committee Resolved as per Annexure "A", at its Audit Committee meetings for the year in question.

6. A.G.'S AUDIT OUTCOME

The **Unqualified / Clean Audit** with no other matters to modify the report received by Umuziwabantu, an important Provincial Municipality and for the year is a significant achievement which reflects favourably on the Political Leadership and all those in the Municipality.

7. CONCLUSION

I would like to thank my remarkably competent Audit Committee colleagues for making themselves available to serve on this Committee and for the significant contribution that they have made. As an Audit Committee, we rely to a great extent on the Internal Auditor who has played a purposeful and impressive leadership role. The acting CFO and other staff and the Internal Audit Unit for their support and assistance are also appreciated.

Mr Paul Preston

Chairperson: UGu District Municipality

Shared Services Audit Committee

Date: December 2016

COMPONENT B: INTERGOVERNMENTAL RELATIONS

2.5 INTERGOVERNMENTAL RELATIONS

An inter-governmental relation refers to the relationships between the three spheres of government. The South African Constitution states, 'the three spheres of government are distinctive, interdependent and interrelated'. Provincial and local government are spheres of government in their own right, and are not a function or administrative implementing arm of national or provincial government. Although the three spheres of government are autonomous, they exist in a unitary South Africa and they have to work together on decision-making and must co-ordinate budgets, policies and activities, particularly for those functions that cut across the spheres.

The Intergovernmental Relations Framework Act, 2005 (Act 13 of 2005 – 'the IGR Act') establishes a framework for the national government, provincial governments and local governments to promote and facilitate intergovernmental relations, and to provide for mechanisms and procedures to facilitate the settlement of intergovernmental disputes.

The Act further provides for structural and institutional framework for national, provincial and local governments to coordinate their actions towards common goals, in particular the implementation of policy, programs and development priorities for the country as a whole.

CHAPTER 3, Section (h) of the Constitution of the Republic of South Africa states that:

All spheres of government and all organs of the state within each sphere must co-operate with one another in mutual trust and good faith by-

- (a) Fostering friendly relations
- (b) Assisting and supporting one another
- (c) Informing one another of, and consulting one another on matters of common interest;
- (d) Coordinating their actions and legislation with one another
- (d) Adhering to agreed procedures; and
- (f) Avoiding legal proceedings against one another

Inter-Governmental Relations Structure and Participation:

Umuziwabantu municipality participates in the following district coordinated structures:

- District Intergovernmental Relations Forum
- Speakers Forum
- Municipal Managers Forum
- Chief Financial Officers (CFOs) Forum
- HR Managers Forum: HR managers of each municipality comprise this forum
- Skills Development Facilitators forum: This forum includes HR Managers and Skills Development Practitioners of the municipalities
- Disaster management forum
- LED Chairpersons Forum

- Planners forum: this forum includes IDP managers and Development Planners
- DTAC: District Technical Advisory Committee for Municipal Performance.

The Provincial Co-ordinated structures that the municipality participates in are as follows:

- The Premier's Coordinating forum (Mayor)
- COGTA Technical MUNIMEC (Municipal Manager)

COMPONENT C: PUBLIC ACCOUNTABILITY AND PUBLIC PARTICIPATION

2.6 PUBLIC MEETINGS

The Municipal Systems Act puts emphasis on the legislative obligations for municipalities in respect of community participation. The Act has dedicated Chapter four and various other references to Community participation throughout the Act. Umuziwabantu Municipality conforms to the Municipal Systems Act No 32 of 2000 in terms of Section 16 (1) (a) which promotes public participation.

As part of the municipal public participation programme, in November 2014 the municipality held IDP focus group sessions focusing on the five National Key Performance Areas. The focus group sessions seeks to encourage public consultation and redressing of key service delivery issues thus strengthening the council's partnership with the citizens. The Focus group sessions are hosted in conjunction with UGu District Municipality and all other sector departments which aim to advance the lives of our communities. Furthermore an additional objective towards these focus groups was to provide feedback on IDP programs and projects embarked on by the current Council. Challenges faced were also discussed as well as planned actions on addressing challenges faced by the institutions.

2.6 IDP PARTICIPATION AND ALIGNMENT

On an annual basis the Council of Umuziwabantu adopts an IDP process plan, in line with the provisions of the Municipal Systems Act No 32 of 2000. The under review was no exception as the process plan was adopted in August 2014.

The IDP Review Action Programme provides a breakdown of the roles and responsibilities of the internal Municipal portfolios.

As part of the IDP review process, the Municipal Council, lead by the honourable mayor, Cllr D Nciki held IDP AND BUDGET Road shows which were conducted during the Months of April and May in all respective wards of the Municipality.

Furthermore, a number of challenges were raised by the community members, of which many as we have noted are re-occurring challenges:

The following challenges were addressed by the Community members:

- High rate of unemployment
- Low income levels
- Average economic growth
- Transformation on the ownership of land
- Slow delivery on Land Reform Programme
- Limited economic potential in rural areas / poor investment in the area due to land under the Ingonyama Trust
- Environmental health and management related issues
- High prevalence of HIV/AIDS
- Skills shortage
- High number of child-headed households
- Housing and electricity backlogs
- Limited access to telecommunication
- Poor condition of roads and transport.
- Lack of effective Youth programs for young people

IDP Alignment and Strategic Sessions:

The Council of Umuziwabantu reviewed and maintained the following strategic objectives at a Strategic session held in February 2014.

- To create, healthy and sustainable living communities
- To aspire to healthy and educated communities
- To ensure that all people have access to basic services
- To boost investor confidence to invest in Umuziwabantu
- To entrench people centeredness.
- To provide strong decisive leadership.

Developmental Priorities

The Integrated Development Plan (IDP), Local Economic Development (LED) and Land Use Management Systems (LUMS) have mapped out priorities and goals that recognize pressing needs of both local municipality and community and further outline strategies which will effectively lead to redressing the complexities. The municipality has identified developmental strategies classified under the Five National Key Performance Areas.

Municipal priorities

Priorities	Reasons
1. Job creation	<ul style="list-style-type: none"> ▪ Umuziwabantu municipality is in need of specialised skills ▪ Job creation to alleviation poverty and reduction HIV / AIDS.
2. Infrastructure development	<ul style="list-style-type: none"> ▪ Infrastructure Development such as roads, community facilities, water and sanitation, electricity. ▪ Infrastructure development to attract investment ▪ Maintenance of infrastructure is important
3. Skills development	<ul style="list-style-type: none"> ▪ Skills development ▪ It will assist in reducing unemployment ▪ Identify the skills that exist and that are needed within the municipality
4. Human Development	<ul style="list-style-type: none"> ▪ This will develop people holistically not only skills ▪ Human development is holistic in that it does not only focus on skills but also other aspects such as life skills. ▪ Workshops for the maintenance of community infrastructure
5. Release of land	<ul style="list-style-type: none"> ▪ Need to release land strategically for potential investors ▪ Land is essential for accomplish of municipal objectives ▪ Need to release land to generate revenue
6. Revenue enhancement	<ul style="list-style-type: none"> ▪ Need to attract investors to generate income for the municipality ▪ Creation of revenue enhancement strategy
7. Health (HIV/AIDS)	<ul style="list-style-type: none"> ▪ Promote of healthy lifestyle. ▪ Construction community based health facilities e.g. clinics

2.7 IDP/BUDGET ROADSHOWS

The IDP/Budget road shows are conducted annually. The road shows aim to receive public inputs and comments for compilation of the budget and the IDP for the forthcoming financial year. The road shows are held in partnership with UGu District Municipality to ensure alignment of projects and programs. Umuziwabantu Municipality held the following IDP and Budget roadshows:

IDP/BUDGET ROAD SHOWS

DATES	WARD	CLLR	VENUES	TIME
05 April 2016	4	Cllr DS Dlamini	Vukuzakhe MPC	10:00am
06 April 2016	5	Cllr Nkomo	Congo Sports Ground	10:00am
07 April 2016	6	Cllr Vethe	Ntshagwe Sports Ground	10:00am
11 April 2016	10	Cllr MB Gavu	Phumza Sports Ground	10:00am
12 April 2016	7	Cllr Nyathi	Mkhoba Hall	10:00am
15 April 2016	9	Cllr Ngubelanga	Hhafuleni Sports Ground	10:00am
18 April 2016	2	Cllr Jali	Esabelweni community church	10:00pm
20 April 2016	1	Cllr NB Dlamini	Santombe Sports ground	10;00am
20 April 2016	3	Cllr Houston	Harding Town Hall	17:00am
21 April 2016	8	Cllr Chiliza	Esitezi Hall	10:00am

COMPONENT D: CORPORATE GOVERNANCE

2.8 RISK MANAGEMENT

The Umuziwabantu municipality drew up a risks assessment guidelines document with the assistance from the Provincial treasury. Risk management traverses all strategic and operational activities of the municipality. As such the principles of risk management shall be implemented by all employees of the municipality in their respective units of operations. It applied in all strategic and operational activities, spanning the discipline of planning, implementation and monitoring, to identify risks that may affect the municipality's ability to meet objectives and to manage such risks to be within the agency's risk tolerance framework.

2.9 ANTI-CORRUPTION AND FRAUD

The municipality has successfully launched and activated its anti-corruption and fraud hotline. The hotline information is now included in all statements printed and distributed to ratepayers.

The anti-corruption and fraud hotline was established as a communication tool for allowing the community to report cases of fraudulent activities in a confidential manner and is handled as a shared service at a District level. The community is urged to use the hotline to report all corrupt and fraudulent activities.

BE RESPONSIBLE, REPORT FRAUD AND CORRUPTION

Call 0801 111 660 - information@whistleblowing.co.za - Fax 086 5222 816 - P. O. Box 51006, Musgrave,

2.10 SUPPLY CHAIN MANAGEMENT

The Supply Chain Management unit of Umuziwabantu Municipality is responsible for the procurement of goods and services required by Municipality to ensure effective service delivery to its residents. More detailed information on the Umuziwabantu's supply chain management is contained in the SCM policy document of the municipality.

The management of the supply chain is critical given the interest and potential of fraud and corruption in local government. The need to implement good governance principles in the supply chain management processes is fundamental. Without such, no one can be assured of the openness, transparency and fairness of the expenditure of funds within any public institution.

The Umuziwabantu Municipality has fully implemented its own supply chain management policy during the financial year under review. All Bid Committees have been established and are fully functioning to impart assurance as to the validity of any procurement undertaken.

To support the supply chain management policy implementation, various procedures have been implemented to strengthen accountability and turn-around times. In addition an active council and audit committee, ensure that best practices are adhered to at all times by all practitioners and Supply Chain Management.

Supply chain management remains one of the most dynamic and challenging sections within the Finance department.

SCM is headed by a Manager who then reports directly to the Chief Financial Officer.

In accordance with our policy we have a fully-fledged bid committee system and qualifying bids are weighted to ensure preferential points are taken into account. To further enforces the pillars of transparency, equity, and fairness.

2.10.1 BID COMMITTEES

Umuziwabantu Municipality has three Bid Committees in place and their functions are briefly outlined as follows:

- **Bid Specification committee**

This committee compiles the specifications for the procurement of goods and services by the municipality.

- **Bid Evaluation Committee**

The bid evaluation committee evaluates bids and recommends to the bid adjudication committee, regarding the award of the bid.

- **Bid Adjudication Committee**

The Adjudication committee considers the report and recommendations of the bid evaluation committee and makes a recommendation to the Accounting Officer for bids above one million, on how to proceed with the relevant procurement of goods and services.

2.10.2 AWARDED CONTRACTORS/SUPPLIERS FOR THE FINANCIAL YEAR ENDING 30 JUNE 2016.

BID NO & NAME	NAME OF SERVICE PROVIDER	VALUE / TERM
1. UMUZ / 05 / 2015 Supply and Delivery of Electrical Material	ARB Electrical	12 Months Contract
2. UMUZ/11/2015 Acquisition of Fleet	Wesbank	R 993 897.36
3. UMUZ/12/ 2015 Photocopier Machine	Konica Minolta	R 235 668.60
4. UMUZ/13/2015 Single Cab 4X4	Bates Engen Garage	R 330 149.00
5. UMUZ/14/2015 Alarm System	AXB Security T/A Prestige	R 138 707.44
6. UMUZ /15/2015 General valuation roll	BPG Mass Appraisals (Pty)Ltd	R 1 495 599.00
7. UMUZ /16/2015 Upgrade of Gallaway And Shepstone Street	Margate Construction	R 9 537 494.90
8. UMUZ/17/2015 Sunrise community hall	Siyakwethemba Contractors	R 4 680 413.32

9. UMUZ/18/2015 Erection of High Mast in Ward4	Lengwati Electrical CC	R2 905 397.52
10. UMUZ/01/2016 Asset Management	Quartex Solutions JV Dynamic Dashing Solution	R1 377 644.00
11. UMUZ/06/2016 Supply, Delivery and Installation of photocopiers	Konica Minolta	R288 316.80
12. UMUZ/07/2016 provision of hygiene services	Rentokil Initial	R347 307.84
13. UMUZ/21/2015 Provision of Short Term Insurance	AON South Africa	R 555 791.88
14. UMUZ/03/2016 Construction of Landfill Site	Fountain Civils Engineering	R22 264 200.00
15. UMUZ/02/2016 Replacement of Street Light on Murchison Street	Zama-Yibona	R1 050 000.00

16. UMUZ/S32/2016/01 Annual Supply, Installation & maintenance of surveillance cameras	Brandfin Trade Surveillance & IT	R1 777 381.00



2.11 MUNICIPAL BY-LAWS

The Municipal bylaws are public regulatory laws which apply in a certain area of jurisdiction. The Umuziwabantu Council gets its power to pass laws through the South African Constitution, which specifies what things may be regulated through by-laws within its jurisdiction. Municipal by-laws are no different than any other law of the land, and can be enforced with penalties, challenged in court and must comply with other laws of the land, such as the country's constitution. Municipal bylaws are often enforceable through the public justice system, and offenders can be charged with a criminal offence for breach of a bylaw. Common bylaws include vehicle parking and stopping regulations, animal control, building and construction, licensing, noise, zoning and business regulation, and management of public recreation areas

Umuziwabantu Municipality has the following by-laws in place, which were passed by Council.

- Standing rules and orders
- Outdoor advertising
- Storm water management
- Refuse removal and disposal
- Public amenities
- Naming and renaming of public amenities
- Pound
- Street trading
- Business licensing

2.12 UMUZIWABANTU MUNICIPAL WEBSITE

The Municipal website plays a pivotal role in the communication of information with all municipal stakeholders and the community at large and provides an easy access of relevant information. The website serves also as a tool for community participation, improves stakeholder involvement and facilitates stakeholder monitoring and evaluation of the municipal performance on a regular and continuous bases.

The website is managed by the administrative unit under the corporate services directorate.

Website Challenges:

- The website is narrated only in English, making it difficult for the community at large to engage with it as the majority of the community have limited level of education.
- It has been eluded that the website design needs a facelift, hence most of the pictures of the municipality's leadership are old and out dated.

Municipal Website : Content and Current Material uploaded
<ul style="list-style-type: none">▪ Municipal Budget, adjustment budgets and all budget related documents.▪ Budget related policies.▪ Municipal Annual Report documents.▪ Annual report to be published.▪ Performance agreements of Section 56 and 57 Managers (Directors).▪ Media statements▪ Performance Information of programs and projects▪ Public notices▪ Service Delivery and Budget Implementation Plan▪ Internal programs conducted by the Human Resource Development unit.

2.13 PUBLIC ACCOUNTS COMMITTEE



CLLR MV NYATHI

CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

The Municipal Public Accounts Committee is lead by Cllr MV Nyathi, who is responsible for chairing the MPAC meetings and ensuring that the committee abides to the year plan.

The Umuziwabantu Municipality's Public Accounts Committee (MPAC), was established by Council in terms of Section 79 of the Municipal Structures Act 117 of 1998.

The purpose of the Committee is to perform an oversight function on behalf of the Council over the executive functionaries of the Council to the extent set out herein. In doing so, the following are the terms of reference of the MPAC:

- To consider and evaluate the Municipality's Annual report in terms of Sections 127 and 129 of the Municipal Finance Management Act and make recommendations to the Council.
- To Act as an oversight committee to make recommendations to the Council when it adopts the oversight report on the annual report in terms of Section 129 of the Municipal Finance Management Act.
- To review and follow up past recommendations on the Annual report.
- To advise Council in respect of unauthorised, irregular or fruitless and wasteful expenditure in terms of Section 32 of the Municipal Finance Management Act as and when so requested by Council, the Mayor or the Municipal Manager.
- To perform its functions taking due care to distinguish between oversight and interference in administration, as envisaged by Section 173(4) and (5) of the Municipal Finance Management Act, and item 11 of Schedule 1 of the Municipal Systems Act (Code of Conduct for Councillors).
- To perform any other oversight function as may be requested by Council from time to time.
- To report to Council at the first Council meeting following the MPAC meeting.

AUTHORIZATION OF MPAC:

The committee is authorized amongst others to:

- To seek any information from, and have access to any councillor and employees to co-operate with any request made by the committee.
- To have access to internal information required for the performing of its duties.
- To liaise with the Audit and Risk Committee or chairperson of the audit and risk committee, head of internal audit unit and any other relevant role players on matters pertaining to its terms of reference

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE GUIDING PLAN

QUARTER 1	QUARTER 2
<ol style="list-style-type: none">1. Examination of Financial Statements.2. Recommendations to Council in terms of sub section (3.8)3. Examination of quarterly reports4. Quarterly compliance report.5. Prepare a consolidated report by MPAC to Council.	<ol style="list-style-type: none">1. Examination of Financial Statements2. Recommendations to Council in terms of sub section (3.8)3. Examination of quarterly report.4. Examination of performance information.5. Examination of the Draft Annual Report.6. Presentation of Capital Expenditure together with Service Delivery report.7. Prepare a consolidated report by MPAC to Council.
QUARTER 3	QUARTER 4
<ol style="list-style-type: none">1. Examination of Financial Statements.2. AG's Report3 Recommendations to Council in terms of sub section (3.8)4 Examination of quarterly reports5 Examination of mid-year reports6 Consultation of the public regarding the Annual report / Adoption of the public participation plan7 Quarterly compliance report.	<ol style="list-style-type: none">1. Examination of Financial Statements2. Recommendations to Council in terms of sub section (3.8)3. Examination of quarterly reports4. Quarterly compliance report5. Prepare a consolidated report by MPAC to Council.

8. Prepare a consolidated report to Council	
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CHAPTER 3: DEPARTMENTAL REPORTING AND SERVICE DELIVERY PERFORMANCE

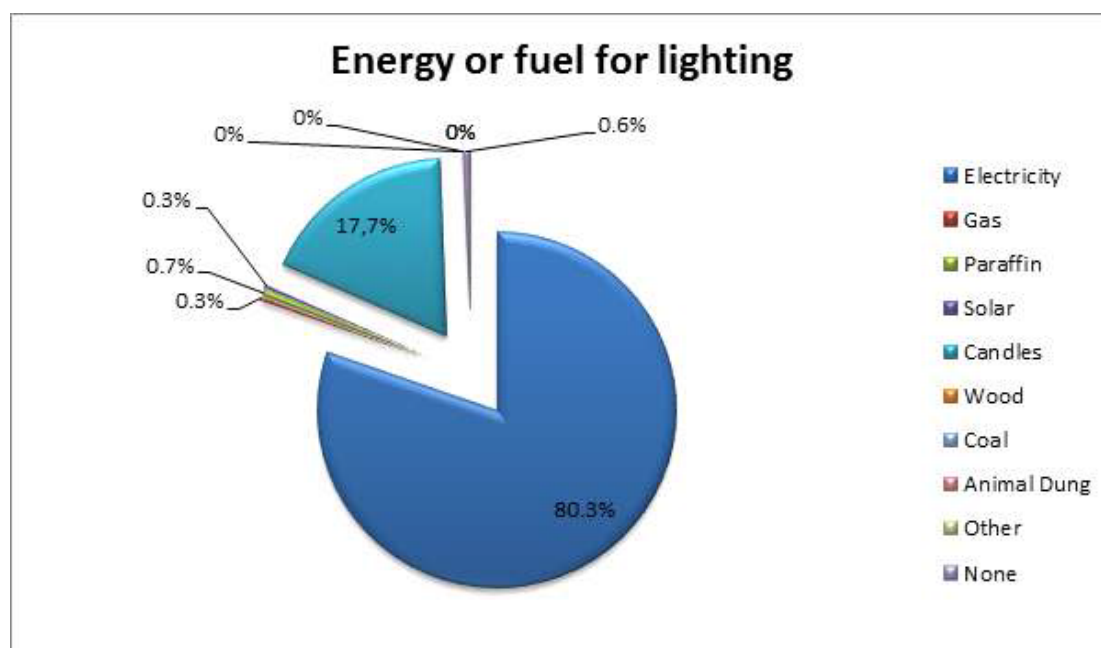
COMPONENT A: BASIC SERVICE DELIVERY

3.1 ELECTRICITY

Umuziwabantu Municipality currently distributes electricity within the urban area (Harding). The rest of the Municipal area which is above 80% is supplied by Eskom. The Municipality has during the 2015/16 financial year provided maintenance to electrical Infrastructure. As an electricity distribution authority, the Municipality responds to electrical queries as and when required.

The municipality received funding of R10, 800 000 from the Department of Energy to attend electricity backlogs within the municipality.

- Mkangala, Marshmount, Mpeshu and Bashaweni community halls were connected to the power main. The Municipality received funding of R9, 000 000 from the Department of Energy in order to attend to electricity backlogs within the municipal area. Electrification of municipal street lights on Livingstone road (Ward3) – 45 cables installed.



The above graph depicts the energy supply in our municipality. It clearly shows that the municipality has no backlog when it comes to energy supply as 80% of our

population have access to electricity, compared to those utilising other forms of lighting like candles, solar, paraffin, wood etc.

3.2 WASTE MANAGEMENT

The objective of waste management for the Municipality is to integrate waste management services in order to provide basic services to the community and to minimise the effects of waste on humans and the overall health of the environment.

An estimated 95% of the Umuziwabantu population uses their own dump to dispose of their refuse. This population is that which is located in the tribal and Farm areas. Only 9.9% of the municipal area benefits from the provision of municipal services of who are the residents in and around the Harding Town.

During this financial year, the Municipality was issued with the required license which permits the construction and operation of a Municipal landfill site

The landfill site (also known as a tip, dump, rubbish dump or dumping ground, is a site for the disposal of waste material by burial. The landfill site is currently in the stages of being upgraded.

This development is now above 75% towards completion. Furthermore, with the establishment of the Community services directorate and appointment of the manager cleansing, parks and recreation, the Municipality began to develop a Municipal waste management plan.

3.3 HOUSING / HUMAN SETTLEMENTS

The municipality worked closely with the Department of Human Settlement to ensure provision of houses within the rural areas of Umuziwabantu. Umuziwabantu Municipality facilitated the KwaMbotho, Mazakhele, KwaFodo, KwaJali and KwaMachi rural housing development projects. The KwaMbotho housing project faced many difficulties as a new Implementing Agent was appointed following the termination of contract from the previous IA in the previous financial year.

Although the municipality has seen improvements in the housing projects, during the year under review, it saw a few challenges hinder with the successful implementation of housing projects. There were delays in the commencement of the KwaMazakhele low cost housing project due to the slow bulk infrastructure project which was facilitated by the District municipality.

Housing Projects:

- KwaMbotho low cost housing project
- KwaFodo low cost housing project
- KwaJali low cost housing project, which has been completed.
- Bashaweni low cost housing projects, which was also completed in the previous financial year.

Challenges faced:

- Approval process which takes long.
- Resignation of the building control officer which was a challenge as there was huge work backlog.
- Provision of bulk water infrastructure service which delays construction.
- Implementing agents financial challenges impact negatively on implementation.



PHUMZA COMMUNITY HALL IN WARD10

COMPONENT B: ROADS

3.3

DRAINAGE

ROADS AND STORM WATER



ROAD MAINTENANCE ON MURCHISON STREET

Umuziwabantu Municipality is responsible for all the key local roads in the urban streets within Harding. Only some of the roads are surfaced and maintenance is required. This maintenance falls under local municipality responsibility.

The municipality is also responsible for the construction, maintenance and upgrading of these local and access roads within its area of jurisdiction. The municipality successfully constructed Callway and a portion of Shepstone streets. After many engagements with the Department of Transport, Hawkins Street was also constructed including storm water drainage. It is anticipated that this development will be completed in the 2016/17 financial year.

2015/2016 projects

PROJECT NAME	STATUS	MIG BUDET	WARD
UPGRADE HARDING LANDFILL SITE	ONGOING	R 14 164 121.44	03
BHUDLU ACCESS ROAD AND BRIDGE	PLANNING PHASE	R 1 850 883.76	09
SUNRISE COMMUNITY HALL	COMPLETE	R 1 501 500.10	05
UGRADE OF CALLWAY STREET AND PORTION OF SHEPSTONE STREET	COMPLETE	R 2 956 916. 34	03
ERECTION OF HIGH MASTS	COMPLETE (Awaiting to be energised by ESKOM)	R 687 828.36	04

The infrastructure in the Harding Town area has improved over the years. In general the roads have been a priority as they have deteriorated over the years thus, over the years they have required much financial investment in order to achieve satisfactory standard.

However many roads are still in a dire state, such as the Mbizana and Umzimkhulu roads which connect to Harding as they have been left unattended for too long. Many engagements with the Department of Transport have transpired in an attempt to ensure that these roads are prioritized for revival in the near future. This should unleash the great potential of the town and attract more private investors to invest in the Harding area.

Furthermore, the revival of the rail network seems the most obvious solution to increase the life span of the road network.



UPGRADE OF LANDFILL SITE – WARD3, HARDING



CONSTRUCTION OF CALLWAY STREET AND PORTION OF SHEPSTONE STREET – WARD3



(ABOVE) PHUMZA COMMUNITY HALL – WARD10, KWAMACHI

(BELOW) SUNRISE COMMUNITY HALL – WARD5, KWAMACHI



COMPONENT C: PLANNING AND DEVELOPMENT

3.4 TOWN PLANNING

Municipal Planning is a function assigned to municipalities in terms of section 156 of the Constitution of the Republic of South Africa read with Part B of Schedule 4 and in terms of which municipalities have both executive authority and a right to administer to the extent set out in Section 155.

Town planning within the municipal context regulates planning policies and legislation. Receive, approve and / decline development plan applications.

Types of Applications:

- Rezoning / Scheme amendments.
- Subdivision / consolidation of land.
- Development outside scheme.
- Phasing or cancellation of layout plans
- Removal / Amendment of restrictions.
- Road / public place closure
- Special consent application

The Town and Development Planning Unit is headed by the Manager: Town Planning, whose core function is to manage the implementation of the Spatial Planning and Land Use Management. Development applications are submitted to this unit for scrutiny and approval in line with the SPLUMA (Spatial Planning and Land Use Management act). Umuziwabantu Municipality entered into a tribunal agreement with the Ray Nkonyeni Municipality. The tribunal is responsible for the ensuring that development applications matters are considered in accordance with the Act.

3. 6 LOCAL ECONOMIC DEVELOPMENT

INFORMAL TRADING

The municipality successfully launched the Informal trader's association in May 2016. The Committee is tasked with continuously communicating with the municipality on matters relating to the informal economy within the municipal area. However the Municipality still faces many challenges in this section as many informal traders are trading illegally and transgress the municipal by-laws.

An informal trader's database was created with the view to formalize the informal sector. The main informal trading site is the taxi rank, which has existing infrastructure for informal trading. However, with the increasing volume of informal traders and the accelerating growth of the municipal area and population, the municipality has noted that the taxi rank is no longer able to accommodate the majority of the informal traders. Other alternative sites have been proposed by the chamber as well as the Harding taxi association for both informal traders and taxi rank.

The Municipality facilitated workshops after the election of the Informal traders Association.

COOPERTIVES AND SMME'S DEVELOPMENT

The Municipality's LED unit is tasked with the role of creating and facilitating a conducive environment for local economic development to take place in a sustainable manner.

As part of its programs is the supporting of Cooperatives and SMME's within the municipal area. In doing so, the LED unit provided guidance through walk-in's on steps to register a cooperative, monitoring of previously funded projects and giving feedback to the Municipal Public Accounts Committee as well as site visits with the members of the Planning Committee.

Cooperatives funded during the 2011/12 - 2015/16 Council term:

PROJECT NAME	FUNDING DESCRIPTION	WARD	COST
M.D.B Cooperative	Candle making machine and Wax material	05	R15 000
Phuthumane Cooperative	Wooden house for craft	08	R60 000
SSKG Construction	Block making machine	10	R45 000
Hhelemu Community project	Fencing (Agric project)	06	R55 000
Sigobindlala Community project	Fencing and Irrigation (Agric project)	06	R120 000
Sivuno Cooperative	Fencing (Agric project)	07	R65 000
Skhiphindlala Cooperative	Fencing (Agric project)	04	R55 000
Umgijimu Cooperative	Detergents manufacturing machine	01	R30 000
Cimba Gardening project	Fencing	09	R 45 000
Siyanqoba Community project	Fencing	09	R86 000
Khomane Project	Shoe making machine	06	R 35 000
Timber Sectors manufacturers	Panel Saw and 200 litre compressor	03	R120 000
Nciya Cooperative	Fencing and JoJo tanks	02	R70 000

ULIMO12 COOPERATIVE – FUNDED BY DSBD (Department of Small Business Development)



Ulimo Cooperatives workshop, facilitated by Umuziwabantu Municipality in partnership with the Department of Small Business Development.

BUSINESS LISENCING

The Business Act no. 71 of 1991, states that all businesses operating in South Africa must have a business license, as per Schedule1 item 1 and 2). Functions and duties of the business licensing are the legislative mandate assigned to local

municipalities as per provisions of Section 2 (1) (a) of the Business Act. Umuziwabantu was granted, amongst other municipalities, the authority to issue and refuse Business Licences, as per Gazette 109 of 2011, for the period of three years with Mr West Thamsanqa Gumede being the licensing authority secretary. A number of workshops were conducted to inform and educate formal businesses on the law. A majority of the formal businesses have complied by applying for business licenses.

The Municipal Council has also adopted the business licensing by-law.

The by-law is in the process of being Gazetted for public comments before legal action can be taken on those businesses who do not comply with the law. Business owners are encouraged to apply for their business licenses and to comply with the Business license by-law when the gazetting process is complete.

CHALLENGES FACED BY LED UNIT

- Limited budget
- Limited office space
- Limited internship opportunities
- Non- functioning of projects after receiving funding opportunities.
- Lack of big corporations to provide employment.

COMMUNITY WORK PROGRAM

The Community Work Program is an OUTCOME 9 OUTPUT 3 Programme intended to provide an employment safety net. The programme was initiated by the Second Economy Project (an initiative of the presidency located in the Trade and Industrial Policy Strategies) which is a policy research NGO. The CWP program is currently being implemented in 9 Provinces 144 local municipalities. KwaZulu Natal has 29 local municipalities implementing the programme and Umuziwabantu Municipality is amongst those fortunate municipalities.

Umuziwabantu municipality has as at the year ended 30 June 2014, 999 participants who benefit from the monthly wage received via useful work done through the CWP programme. The Community Work Programme objectives are to:

- Provide an employment safety net in recognition of the fact that sustainable employment solutions will take time and will reach the most marginalised last. The CWP provides access to a minimum level of regular work – 8 days pre-determined wage rate.
- Contribute to Public Good in the development of public assets and services in poor communities.
- Strengthen community development approaches hence it is an area based programme designed at ward level.
- Provide work experience, enhance dignity and promote social and economic inclusion – targeting the unemployed and/or underemployed people of working age.



CWP PARTICIPANTS DOING GARDEN WORKS AT MKHOBA PRIMARY.

COMPONENT D: COMMUNITY AND SOCIAL SERVICES

3.7 ARTS AND CULTURE, LIBRARY AND COMMUNITY SERVICES

The Library is located within the main Municipal Building and it has been functioning relatively well. However, it has become too small to accommodate its patrons as they have increased.

Although this is a challenge, it is also a delight as more people, and in particular learners, are using this facility and its services even more. Programs such as story telling events, heritage festivals outreach programs are conducted by the library staff in partnership with the Department of Arts and Culture and the Department of Education.

The community services unit is responsible for ensuring that all Municipal facilities are maintained effectively and efficiently. A number of maintenances were conducted including the upgrade of the public ablution facility within the municipal area, maintenance of the public park facilities as well as upgrade of the Municipal reception area.



From left: Ndlunkulu KaMafu, Inkoso Jali and Inkosi Machi at the Umkhosi womhlanga at KwaMachi.

3.8 SPECIAL PROGRAMS

The Special Programs unit is tasked to advocate and lobby for the development and mainstreaming of issues which affect the following vulnerable and previously disadvantaged groups: Senior Citizens, People living with disabilities, Women and Children. The office also provides support to people living with and/or affected by HIV and AIDS as well as Arts and Culture initiatives.

The Special Programs unit is headed by a Manager who is also the Municipal Champion for the Operation Sukuma Sakhe programme.

OPERATION SUKUMA SAKHE

The office has continuously maintained the implementation and functionality of the Operation Sukuma Sakhe programme. All Umuziwabantu Municipal wards have established war rooms and all are fully functional.

PROVINCIAL GOLDEN GAMES

Umuziwabantu senior citizens participated in the Provincial Golden Games held at the Uthungulu District Municipality. Our participants came home with 3 Cups and 46 medals. Six of the participants were selected to participate in the National Golden Games.



GOLDEN GAMES PARTICIPANTS



UMKHOSI WOMHLANGA AT KWA-MACHI

3.9 YOUTH DEVELOPMENT

The Youth office is responsible for the Institutionalization and mainstreaming of youth development programs within Umuziwabantu Municipality as well as the promotion of sports activities.

The office has worked tirelessly in ensuring that the youth of Umuziwabantu is encouraged to take care of themselves and ensure sustainable livelihoods. However HIV/AIDS statistics and teenage pregnancy pandemic are soaring high. Awareness campaigns and outreach programs in schools have been conducted during the financial year under review.

- Mayoral Cup tournament
- Administer the Tertiary registration fees bursary.
- Grade 12 Career exhibition (Annual)
- Moral regeneration outreach program

Students awarded registration bursaries.

The registration bursary is a monetary award which is given by Umuziwabantu Municipality to young people who cannot afford to pay for their tertiary registration fees. This bursary was established for the main purpose of assisting the impoverished and deserving individuals who are eager to continue with furthering their studies at a tertiary level.

COMPONENT E: ENVIRONMENTAL MANAGEMENT

3.9 ENVIRONMENTAL MANAGEMENT

Environmental management refers to the management of the municipality's environmental programs in a comprehensive, systematic, planned manner. Environmental management within Umuziwabantu Municipality, is in line with Section 152 (1) of the South African Constitution with reference to the object, 'To promote a safe and healthy environment' and including the principles of the National Environmental Management Act (NEMA).

The environmental management unit aims to ensure that ecosystem services and biodiversity are protected and maintained for equitable use by future generations. Environmental management attempts to identify the factors that have a stake in the conflicts that may arise between meeting the needs and protecting the environment.

Identification phase	Complaints / concerns from the community where the municipality identify a certain environmental problem.
Evaluation	Inspections were done with the assistance of the UGu District to determine the extent of the problems.
Control	The identified problem is then brought to the attention of the transgressor / polluter and the person / company who is informed to stop the illegal activity and to address the problem or concerns which include rehabilitation of that particular area.

The environmental unit performed the following activities during the financial year:

- Environmental education and awareness
- Addressing of environmental complaints – pollution, degradation, rehabilitation / restoration.
- Alien clearing and Rehabilitation.
- Safe refuse removal, and management of the Municipal dumpsite
- Management of the municipal park



Clean up campaign in Ghost Town and KwaMazakhele areas.



The municipality currently has 18 Skip Bins



Domestic and Industrial waste Disposal

COMPONENT F: SAFETY AND SECURITY AND TRAFFIC CONTROL

3.10 TRAFFIC CONTROL AND PROTECTION SERVICES

The traffic department is located in Murchison Street. This unit is responsible for motor licensing, traffic control and management within the Harding Town, ensuring that municipal bylaws and traffic rules are adhered to. In an attempt to improve the traffic control within the Harding CBD, the municipality appointed three additional traffic wardens.

Number of Vehicles registered	785
Number of learner licenses booked	1216
Number of Driver licenses registered	2777
Number of vehicles tested for COR	470

3.11 DISASTER AND FIRE MANAGEMENT

The municipality established an additional two units within the Community services department. These units which are Fire and Disaster management units are fully functional with qualified personnel who were appointed during the financial.

A number of awareness campaigns on fire and disaster related matters were conducted in an effort to educate the community on prevention strategies and Disaster awarenesses. The Disaster sector plan was adopted and a consultant appointed to review the Disaster management plan, which is anticipated will be adopted by Council in the 2016/17 financial year.



Disaster awareness outreach at the Harding Corner (shopping centre)
Disaster and fire Awareness Workshop

COMPONENT G: SPORTS AND RECREATION



Newly constructed Ocingweni Sports field – Ward4

3.12 SPORTS AND RECREATION

Through the Youth development and Special programs offices, the Municipality has made it its mandate to mainstream sports activities into its programs. The municipality has participated in the District and Provincial Mayoral and SALGA games as well as the Golden games which were hosted by the Mpumalanga province.

In partnership with the Department of Sports and recreation, the municipality has facilitated sports development programs within the local communities.

All municipal wards participated in the Mayoral Cup Games which were held firstly at ward level, then moved to the Municipal level. Sports Codes which participated were:

- Soccer
- Ladies Soccer
- Netball
- Chess

COMPONENT H: CORPORATE POLICY, HUMAN RESOURCE MANAGEMENT AND ADMINISTRATION

3.13 INTERNAL AUDIT AND RISK MANAGEMENT

Section 165(1) of the Municipal Finance Management Act, states that each municipality and each municipal entity must have an internal audit unit.

The Internal audit unit is an independent, objective assurance and consulting activity, designed to add value and improve Umuziwabantu Municipality's operations. It aids the Municipality to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

Umuziwabantu Municipality appointed an Internal Audit manager in the Office of the MM, and her main functions include amongst others:

- Preparing a risk based audit plan and an internal audit program for each financial year.
- Advising the Accounting Officer and reporting to the audit committee on the implementation of the internal audit plan, matters relating to internal audit, internal controls, accounting procedures and practices, risk management, performance management, loss control and legislative compliance (Including the MFMA and Annual Division Act).

3.14 FINANCE DEPARTMENT

The Umuziwabantu Municipality's treasury department was headed by a Chief Financial Officer who is responsible for providing leadership and guidance in all treasury activities, ensuring compliance with all acts and legal prescripts required for accurate reporting to all stakeholders..

The finance department is responsible for the functions of supply chain, expenditure, revenue, and budget and reporting as follows;

DEPARTMENTAL FUNCTIONS

Supply Chain Management:

This unit is mainly responsible for the following functions: Tenders, Quotations and suppliers database.

Expenditure Management:

This expenditure unit is responsible for payments and remunerations.

Revenue Management:

The revenue unit is primarily responsible for tariffs, billing, rates, credit control, debt collection, cash receipts and banking, customer care and insurance.

Budget and Reporting:

This unit is responsible for the following functions: Budgeting and reporting, cash management, reconciliation, annual financial statements, management accounts and financial systems.

FINANCE POLICIES

- Supply Chain Management Policy
- Credit Policy
- Debt Collection Policy
- Asset Management Policy
- Property Rates Policy
- Salary Policy

SUPPLY CHAIN MANAGEMENT INSTITUTIONAL ARRANGEMENTS**Policy & Procedures Development & Implementation**

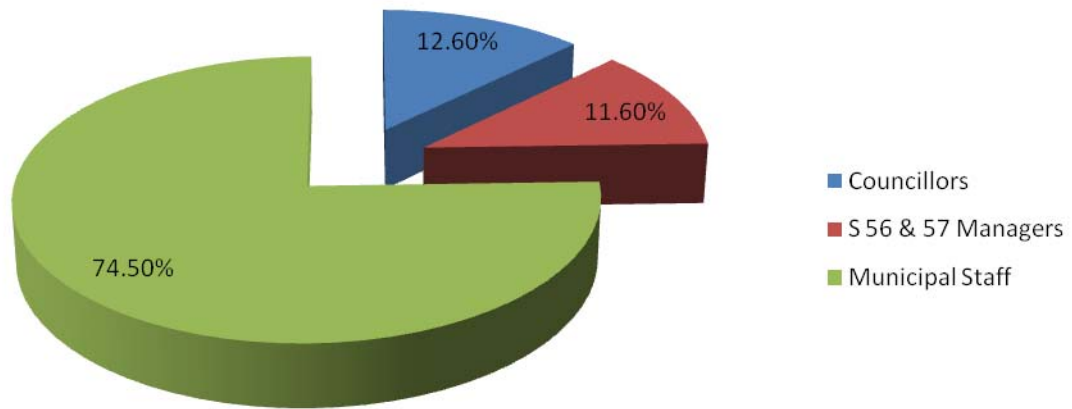
The council developed its policy in line with the Supply Chain Management regulations issued by National Treasury.

The National Treasury developed a generic supply chain management policy which was amended to suit the needs of the municipality. The policy was then presented to Council and adopted on 29 May 2013 with the effective date being 1 July 2013.

The Provincial Treasury regularly reviews the supply chain management policies of municipalities in order to ensure that they comply with the relevant amendments to legislation.

Changes to the policy will be made as and when required. The policy has been fully implemented.

EMPLOYEE RELATED COSTS



AUDIT OPINION

It is with great pride to mention that after seven years of maintaining an unqualified audit opinion, the Municipality has for the year under review received a Clean Audit Opinion. This has been a great success for the municipality as we have maintained a clean audit in two financial years. It has also shown the great work done by the Council in leading the administration of the institution.

3.15 HUMAN RESOURCES

The Human Resource management component consisted of the Manager and Human resource intern. Amongst other day to day Human resource work and as means to promote healthy working conditions, the office also facilitated numerous employment assistance programs.

These programs are aimed at providing information on matters as medical aid schemes, the importance of regular medical examinations, financial health and planning etc.

Employee Wellness Programs



World Aids Day

3.15 ADMINISTRATION AND AUXILIARY SERVICES

The Administration unit is headed by the Manager Administration whose responsibility is to lead the secretariat section. This section is responsible for the circulation of agenda's and minutes of portfolio committees, registry and filling.

World Aids and Prayer Day



3.16 ICT (INFORMATION AND COMMUNICATION TECHNOLOGY)

The Municipality has had a crippled ICT unit due to the high staff turnover during the financial year under review. The municipality is currently utilising the services of the Harding library cyber cadet for ICT.

The ICT unit is responsible for the maintenance of the Municipal website, continuous back up (server), facilitating an active internet and intranet system etc.



Reading programme with
Ms Gcina Mhlophe



Harding library



CHAPTER 4: ORGANISATIONAL DEVELOPMENT

COMPONENT A: MUNICIPAL PERSONNEL

4.1 EMPLOYMENT EQUITY REPORT

OCCUPATIONAL LEVELS	MALE				FEMALE				TOTALS
	AFRICAN	COLOURED	INDIAN	WHITE	AFRICAN	COLOURED	INDIAN	WHITE	
TOP MANAGEMENT	3								3
MANAGEMENT	6	1			4	1			12
PROFESSIONAL QUALIFIED	7				2				9
SKILLED	12		1		6	1			20
SEMI SKILLED	31	1			12	2	1		47
UNSKILLED	48				20	1			69
TOTAL PERMANENT	107	2	1		44	5	1		160

4.2 STAFF TURNOVER

In the past two years, including the year under review, the Municipality has had a challenge with a high level of staff turnover. The following positions have been vacant:

1 secretariat vacancy	Filled twice during the year under review
IT Officer	1 Filled, 1 vacant
Director Corporate Services	Vacant for four years
Manager Electricity	Vacant
CFO	Vacant

Vacancies such as the Manager Electricity position and Director Corporate services have been very difficult to fill as they are specialised positions and the salary package of the municipality is unattractive and does not attract suitable candidates.

4.3 CAPACITATING THE WORKFORCE / TRAININGS REPORT

1. FIRST AID TRAINING	<ul style="list-style-type: none"> ➤ Ncayiyana SL ➤ Thusi MJ ➤ Mzotho QE ➤ Ngcobo NC ➤ Vezi TH ➤ Comba M ➤ Sikosana SA ➤ Mthembu FN ➤ Msalela ZP
2. BRUSH CUTTER OPERATION TRAINING	<ul style="list-style-type: none"> ➤ Dlamini SH ➤ Mbangatha MC ➤ Thusi MJ ➤ Mjaji ZS ➤ Cwele ME ➤ Jaca ZP ➤ Gantsa SN ➤ Disane SP ➤ Xaba VR
3. CHAIN SAW OPERATION TRAINING	<ul style="list-style-type: none"> ➤ Disane SP ➤ Dlamini SH

	<ul style="list-style-type: none"> ➤ Thusi MJ ➤ Ncayiyana MB ➤ Gantsa SN ➤ Mbangatha MC ➤ Mjaji ZS ➤ Xaba VR ➤ Cwele ME ➤
4. CUSTOMER CARE TRAINING	<ul style="list-style-type: none"> ➤ Shusha SG ➤ Nyawuza MS ➤ Nondabula N ➤ Mkhwanazi SG ➤ Mpofana W ➤ Mkane P ➤ Ntlokwana BM ➤ Mbotho SG ➤ Ntombela ST ➤ Davenhill R
5. BASIC CLEANING PRINCIPLES	<ul style="list-style-type: none"> ➤ Ndoda QB ➤ Mbewana ZC ➤ Ndzimande TS ➤ Silangwe BI ➤ Tshazi BP ➤ Mkhonde MC ➤ Disane XD ➤ Mbuthuma Z ➤ Ntaka ZP

	➤ Ncwane SJ
6. TLB/ GRADER OPERATOR	➤ Gavu MM ➤ Mazongolo VE ➤ Mhlamvu SV ➤ Cwele SP ➤ Cwele WV
7. PUBLIC MANAGEMENT	➤ Mbele ZR ➤ Nkohlh VR ➤ Mondweni MM ➤ Mbele AA ➤ Magubane MC ➤ Nyathi MV ➤ Ntombela ST ➤ Gumede SZI

COMPONENT B: Councillors, committees' allocations and attendance to meetings.

COMMITTEE	DATE	TYPE OF A MEETING	TOTAL NO.
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LOCAL LABOUR FORUM			0
HUMAN SETTLEMENT FORUM	21 August 2015	Meeting	1
IDP FORUM	16 October 2015	Meeting	1
COMMUNITY SERVICES	05 August 2015 11 September 2015 13 October 2015	Meeting Meeting Meeting	3
PLANNING, LED, HOUSING & INFRASTRUCTURE	04 August 2015 16 September 2015 14 October 2015 04 November 2015	Meeting Meeting Meeting Meeting	4
MPAC	17 July 2015 21 July 2015 17 August 2015	Special Special Meeting	3
BUDGET, FINANCE & CORPORATE SERVICES	13 August 2015 22 September 2015 15 October 2015 19 November 2015	Meeting Meeting Meeting Meeting	4
EXCO	29 July 2015 20 August 2015 28 September 2015 20 October 2015 26 November 2015	Meeting Meeting Meeting Meeting Meeting	5
COUNCIL	25 August 2015 06 October 2015 28 October 2015 02 December 2015	Meeting Special Meeting Meeting	4
AUDIT COMMITTEE	31 July 2015 15 December 2015	Meeting	2



COMPONENT C: MANAGEMENT CORRECTIVE ACTION PLAN

No.	Finding	Page No.	Corrective Action				Progress to Date
			Classification	Description of Management Action	Responsible Person	Targeted Completion Date	
Non Compliance							
1	Failure to prevent irregular expenditure in the current year	34		Maintain and monitor monthly financial reports submitted by NCT. Procurement issues to be included as a standing item in all NCT and Management meetings	CFO/MM	30-Jun-16	Ongoing
2	Annual performance evaluations not performed	47		Performance assessments for HOD's will be conducted	Manager IDP/PMS	18-Jan-16	Completed
Supply Chain Management							
3	Not all section 36 deviations in terms of the SCM regulations are disclosed in the financial statements	36		SCM Manager to compile monthly reconciliations and submit to the CFO for review. Thorough review of AFS by an independent person before submission to Auditor General.	Manager: SCM/CFO	30-Jun-16	Ongoing

4	SCM process not followed in terms of obtaining 3 written price quotations	38		To ensure there are 3 written quotations, before authorisation of orders	Acting CFO and Manager SCM	Immediately	Ongoing
5	Request for quotations not advertised on municipal website	39		Compliance checklist will be implemented	Acting CFO and Manager SCM	Immediately	Ongoing
Assets							
6	Depreciation on assets that were purchased during the year was not pro-rated	40		Compliance checklist will be implemented and review of AFS by independant person before submission to AG	CFO	30-Jun-16	Ongoing
Predetermined objectives							
7	No consistency between targets/ indicators in the SDBIP and APR	43		Revise SDBIP	Manager IDP/PMS	30-Mar-16	
8	Indicators not well defined and targets not measurable	45		Revise SDBIP	Manager IDP/PMS	30-Mar-16	
9	Reported achievements not verifiable	46		POE's will be compiled each quarter by all HOD's and submitted to the PMS department for verification.	Manager IDP/PMS	27-Jan-16	Ongoing

Legend

	Misstatement in financial statements
	Misstatement in annual performance report
	Non-compliance with laws & regulations
	Internal Control deficiency

COMPONENT D: SERVICE DELIVERY PERFORMANCE REPORT

SERVICE DELIVERY PERFORMANCE REPORT

OFFICE OF THE MUNICIPAL MANAGER				Baseline	ANNUAL PERFORMANCE REPORT AS THE YEAR ENDING 30 JUNE 2015(Q1,2,3 AND4)										Actual Achieved / Not Achieved or the Year	Means of verification	Budget
IDP, PMS, LED, YOUTH, SPECIAL PROGRAMMES, PUBLIC PARTICIPATION & NTERNAL AUDITNG					QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		Challenges faced & Planned corrective actions				
National Key Performance Area	Strategic Objective	Performance measure / Indicator	Projected Annual Target		Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual					
OFFICE OF THE MUNICIPAL MANAGER																	
MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT	Promote participative, facilitative and accountable governance	Quarterly Reports Presented to EXCO.	4	4	1 Report (4th Quarter Report)	Achieved	1 Report (Quarter 1 PMS Report)	Achieved	1 Report (Quarter 1 PMS Report	Achieved	1 Report (Quarter 1 PMS Report	Achieved	N/A	Achieved (4) PMS reports sbmitted and presented to EXCO	Copies of Quarterly reports submitted	N/A	

Prepare Annual Performance Information to AG & CoGTA & Treasury by 31 August 2015	2014/15 Annual Report Presented to Council by 31 January 2016	31 January 2016	31-Jan-16	Draft Annual Report presented to MANCO	Achieved	Draft Annual Report presented to MPA C	Achieved	2014/15 Annual Report Presented to Council by 31 January 2016	Achieved	Oversight report on the Annual Report submitted to Council for approval by 30 March 2016	Achieved	N/A	Achieved	Copies of Annual report and Oversight report	N/A
Promote participative, facilitative and accountable governance / OPMS Reviews and Reporting	S56 Performance Assessments	31-Jan-16	31-Jan-16	N/A	N/A	N/A	N/A	OPMS Reviews / Mid-Term Assessments	Mid - Term Reviews conducted on the 19th - 20th January 2016. 2013/ 2014 Annual performance	N/A	N/A	N/A	Mid - Term Reviews conducted on the 19th - 20th January 2016. 2013/ 2014 Annual performance	Copy of minutes of Mid-Term Reviews	PMS Vote

									ce Ases men ts cond ucted on 18th Janu ary 2016.				e Ases men ts cond ucted on 18th Janu ary 2016. Achie ved		
Conducti ng Quarterly Performa nce Reviews	Number of reviews to be conduct ed	4		1	Achieved	1	Achiev ed	1	Achie ved	1	Achiev ed	N/A	(4) Achie ved	Copy of minut es of perfo man ce revie ws	N/A
continuo us monitorin g of OPMS performa nce	Review of the PMS Policy Framew ork.	31 Aug 2015	By 31 Aug 2014	Adopti on of PMS Policy by Frame work by 31 August 2015	PMS policy submitted to MANCO for inputs	N/A	N/A	N/A	N/A	N/A	PMS Policy submit ted to EXCO for adopti on	N/A	Achie ved. Howe ver the target of adopt ing the policy by 31 August was not	Copy of PMS Polic y and EXC O appro val	N/A

													met.		
Ensure compliance with Section 57 of the MSA.	Ensure all sec 57 performance contracts are signed by date	Ensure all sec 56 & 57 performance contracts are signed by 31 July 2015 and submitted to COGT A	30-Jul-14	Ensure all sec 56 and 57 performance contracts are signed by 31 July 2015 and submitted to COGT A	Achieved	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Achieved	Copies of performance contracts	N/A
Development of the IDP / 2016-2017 IDP document adopted by the 30 June	Completed IDP process plan by date	Adoption of process plan by 31 August 2015	By 31 August 2014	Adoption of process plan by 31 August 2015	Achieved	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Achieved. Process plan was adopted before the	Copy of Council Resolution	N/A

	2016													31st of Augu st.		
	Promote participat ive, facilitativ e and accounta ble governan ce /	Convene IDP/Bud get road shows	10 Road shows condu cted	10 Roa d show s condu cted	N/A	N/A	N/A	N/A	Condu ct 10 IDP/B udget roads hows	Achie ved	N/A	N/A	N/A	Achie ved	Copi es of atten danc e regist ers	Public partici pation vote
	Ensure developm ent and adoption of the 2016-17 IDP	Adoptio n of reviewe d IDP by 30 June 2016	Adopti on of Revie wed IDP by 30 June 2016		N/A	N/A	N/A	N/A	N/A	N/A	Adopti on of Revi ewed IDP by 30 June 2016	Achiev ed. IDP Adopt ed on 27 May 2016	N/A	Achie ved. IDP Adopt ed on 27 May 2016	Copy of Coun cil resol ution	N/A
LOCAL ECONOMIC DEVELOPMENT																

Good Governance and Public Participation	To establish economic growth and development in all economic / Ensure Implementation of the LED strategy	Review of the umuziwa bantu LED Strategy.	By 12/30/ 2015	N/A	N/A	N/A	By 30 December 2015	Not Achieved	N/A	A meeting to fast track the project has been initiated to try and resolve the issue of poor performance by the contractor.	N/A	N/A	Appointed consultant failed to deliver on the end product. The contractor has been terminated, after numerous attempts to try and resolve the issue.	Not Achieved	N/A	LED vote R350 000
LOCAL ECONOMIC DEVELOPMENT	To establish economic growth and development all	Formalising the Informal trading economy .	30-Sep-15	N/A	Revival and re-election of the Informal trader'	Not achieved	N/A		N/A	N/A	N/A	Re election of informal traders association	The municipality has attempted numerous times	Achieved	Signed terms of reference by the new	N/A

	economic sectors with particular focus on agriculture, tourism & manufacturing			s association .							Achieved	to bring informal traders together and to relaunch the informal trader's association without luck due to the non attendance of informal trades .	committee.	
--	--	--	--	-----------------	--	--	--	--	--	--	----------	--	------------	--

	To establish economic growth and development all economic sectors with particular focus on agriculture, tourism & manufacturing	Creating a municipal database of SSME's	Establishment of the Umuzi wabantu SMME service providers database	N/A	Registration and development of the Umuzi wabantu SMME database.	Achieved	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Acieved	Copy of SMM E Data base	N/A
	Registration of formal business and issuing business licences	Number of reports on issuing of business licences.	4 Business licensing reports	N/A	1	Not Achieved	1	Not Achieved	1	Not Achieved	1	0	No business licences issued due to shortage of staff	Not Achieved	N/A	N/A
	promote	Date	30-	N/A	Busine	Breaksfast	Busi	Achiev	N/A	N/A			N/A	Achie	Copy	LED

a participative facilitative and accountable Governance / provision of a participatory platform for business sector.	hosting of the Inaugural Business breakfast session	Sep-15		ss breakfast session by 30 September 2015	session had to be postponed for Quarter 2 due to the visit from the Communications minister.	ness breakfast session by 30 December 2015	ed			N/A	N/A		ved	of attendance register	vote
Number of Cooperatives provided with support	Number of Cooperatives provided with support	2	4	N/A	N/A	1	Not achieved	N/A	N/A	1	1				
Ensure implementation of the LED Funding policy	Number of reports on LED projects assisted	4		2 Cooperatives have been assisted from Ward 6 and	2	N/A		N/A	N/A	N/A	Achieved	Change in specifications of the project. And it will therefore	2 of identified projects Achieved	Copy of Portfolio reports	LED Vote

				Ward 8 (Vikin dlala and Walala Wasal a)								re be assist ed in the next financ ial year.			
To establish economic growth and developm ent all economic sectors with particular focus on agricultur e, tourism & manufact uring / Job creation & poverty alleviatio n	Number of jobs created through CWP program.	1000	1000	1000	1115	1000	1117	1000	1117	1000	1106	CWP partici pants who drop out of the progr am witho ut submi tting resign ation letters or provid ing reaso ns.	1106. Achie ved	Copy of site repor ts	N/A
COUNCIL SUPPORT, PUBLIC PARTICIPATION AND IGR															

Good Governance and Public Participation	Capacity Building of ward committees	Number ward committee training sessions planned	2 capacity building workshops planned	N/A	1	Not achieved	N/A	N/A	N/A	N/A	1	N/A	Lack of support from COGTA	Not Achieved	N/A	N/A
	Ensure ward committees are functional	Number of Ward Committee meetings reports anticipated	120 ward committee meetings scheduled	120 meetings	30	Achieved	30	Achieved	30	Achieved	30	Achieved	Some ward committees were identified as nonfunctional due to sitting of meetings without quorums	120 meetings. Achieved	meetings checklist	n/A
	Public Consultative process	Number of public Consultative meetings held	5 By 30 December 2015	5	N/A	N/A	5 By 30 December 2015	Achieved (10 meetings in all wards)	N/A	N/A	N/A	N/A	N/A	Achieved (10 meetings in all wards)		Public participation vote

														were done before the 30th of December)		
	Mayoral led IDP/Budget Roadshows	Number of IDP/Budget Roadshows	10 IDP/Budget Roadshows	10 IDP/Budget Roadshows	N/A	N/A	N/A	N/A	N/A	N/A	10 IDP/Budget Roadshows	Achieved	N/A	Achieved. 10 IDP/Budget Roadshows	Copies of attendance registers	public participation vote.
INTERNAL AUDIT AND RISK MANAGEMENT																
MUNICIPAL TRANSFORMATION AND	Conduct risk assessments for the municipality	Number of Risk assessment done by 30 June 2016	1 Risk Assessment exercise planned By 30 June 2016	30-Jun	n/a	n/a	n/a	n/a	n/a	n/a	1 Risk Assessment exercise planned By 30 June 2016	Achieved	N/A	Achieved. 1	Copy of risk and asset control register	N/A

Prepare a risk based audit plan	Review and approval of operational internal audit plan	Date of approval of reviewed operational internal audit plan by audit committee	30-Sep	Approval of audit plan By 30 September 2015	Achieved	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Achieved in the 1st quarter	Copy of Audit plan	N/A
Conduct risk assessments for the municipality	Number of risk committee meetings planned	4 meetings planned	4	1	Achieved	1	Achieved	1	Achieved	1	Achieved	N/A	Achieved. 4	Copies of risk reports submitted to audit committee	N/A
Performance of risk assessment	Number of Risk Report submitted to Audit Committee	4 risk reports to be submitted to the audit	4	1	Achieved	1	Achieved	1	Achieved	1	Achieved	N/A	Achieved. 4	Copies of risk reports submitted to	N/A

	ee	commi ttee												audit com mitte e	
Ensure audit committe e functiona lity through provision of reports	Number of Internal Audit reports to be submitte d to the AG	4 report s Planne d	4	1	Achieved	1	Achiev ed	1	Achie ved	1	Achiev ed	N/A	Achie ved. 4	Copi es of repor ts subm itted to AG	N/A
Attend all Audit Committe e findings	% of Audit Committ ee findings resolved	100%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100 %	Achiev ed	N/A	Achie ved. 100%	Quart erly repor ts highli ghtin g findin gs and follow up repor t	N/A

Produce Quarterly Internal Audit reports submitted to Audit Committee	Number of internal audit reports for submission to Audit Committee	4 reports planned	4	1	Achieved	1	Achieved	1	Achieved	1	Achieved	N/A	Achieved. 4	Copies of quarterly internal audit reports submitted to audit committee	N/A
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YOUTH DEVELOPMENT PROGRAMMES

GGOD GOVERNANCE AND PUBLIC PARTICIPATION	To provide a platform for wide range of economic and social choices and opportunities for youth in building unity and cohesion / Organise sports development	Hosting of annual sport development programmes	1st Sport Programme Mayor al Cup Games		2nd sports SALGA Games	Selection of teams has been conducted and training sessions have begun and are on-going (Netball & Chess)	Coordinate 2ND Q Sports Programme	Achieved. Young people who participated in SALGA games.	N/A	N/A	N/A	N/A	N/A	Achieved	Portfolio committee report	Youth Development Vote
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	ent program mes															
	Support of young people through Provision of tertiary registrati on.	Final date of approval of beneficia ry list by council/ Committ ee.	By 30 Januar y 2016 AND By 30 July 2015	By 30 Janu ary 2016 AND By 30 July 2014	Appro val of stuent s for suppo rt of provisi on of tertiar y registr ation	Achieved. 20 Learners have been approved with the maximum od R3500 per student. (Approval by EXCO in July 2015)	N/A	N/A	Appro val of stuent s for suppo rt of provis ion of tertiar y regist ration	Achie ved	N/A	N/A	N/A	Achie ved	Coun cil resol ution and list of appro ved learn ers.	Youth Devel opme nt Vote

	Number of School Visited and Number of Road show (outreach) conducted	Number of (outreach) conducted	4	N/A	1	Achieved. Queen of highschool project. Woman's leadership camp from 22 - 24 Aug 2015 at Sweetdale camp. Focus on peer education, building selfconfidence etc. A beauty contest followed up on the 29th of August 15 at Uvongo. Three Municipalities participated (Umzumbe, Umuziwabantu & HCM) Expenditure of R34000.00	1	Achieved. One Youth development outreach programme (My Democracy My Art programme) in conjunction with Esayidi TVET and IEC - 02/12/2015	1	Not achieved	1	Not achieved	There were disruptions in facilitating outreach programs during the last two quarters due to sports programs and poor staff complement in the office.	Not Achieved	portfolio committee reports	
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	To organise Career Exhibition in partnership with DoE	Number of Schools Attending Career Exhibition	14 High Schools	14 High school	N/A	N/A	N/A	N/A	14 high schools attending career expo.	Achieved	NA	Achieved	N/a	Achieved. 14 high Schools	portfolio report	N/A
	Awareness campaign on Drug and Substance abuse.	Number of planned campaigns	1 campaign scheduled	N/A	N/A	N/A	N/A	N/A	1	Achieved	N/A	Achieved. Coordinate Sport Council programmes (Big walk sponsored Ugu DSR Office)	N/A	Achieved. 1	portfolio report	N/A
	Convening of the youth seminar to properly plan youth programmes	Date of the Youth Seminar	30-Dec-15	N/A	N/A	N/A	By 30 December 2015	Not achieved	N/A	N/A	N/A	N/A	N/A	Not Achieved	N/A	n/A

	Coordinate Youth Council programmes	Number of planned youth council programmes	4	N/A	1	Not achieved	1	Not achieved	1	Not Achieved	1	Not achieved	youth council not yet elected.	Not Achieved		
	Coordinate Sport Council programmes.	Number of planned Sport council programmes	3	N/A	1	Not achieved	1	Not achieved	N/A	N/A	1	Not achieved	Sports Council not yet elected	Not Achieved	N/A	N/A
	Proper planning of youth programmes through development of a Youth development Framework	Adoption of the youth development Framework.	30-Jun-16	N/A	NA	N/A	N/A	N/A	N/A	N/A	30-Jun-16	Not achieved	N/A	Not achieved	N/A	N/A
SPECIAL PROGRAMMES																

	Facilitate and coordinate Disability Programmes	Number of planned programmes	3	N/A	N/A	N/A	1	Achieved. Anti Stigma campaign, at the Harding Town Hall in August	1	Not achieved	1	Achieved. Capacity Building Workshop on Organization Support	N/A	Not achieved	portfolio committee report	DISS A Vote
	Facilitate and coordinate Gender Programme	Number of planned programmes	4	N/A	1	Achieved. Intergenerational dialogue in Ward3 on 25 September 15	1	Achieved. Gender awareness campaign, held in Ward 4 at the Vukuzakhe MPPC on, 6th October 2015	1	Achieved	1	Achieved. Victim Empowerment Campaign	N/A	Achieved. 4	Portfolio committee report	Gender Vote

	Organise campaigns to fight the scourge of HIV and AIDS	Number of planned campaigns (HIV and AIDS)	4	N/A	1	HIV Awareness campaign at Lanqenqe Taxi Rank on 9 July	1	Achieved. The World AIDS Day event was held on the 1st of December. The program was rolled out in five wards within the municipality.	1	Achieved. The World AIDS Day event was held on the 1st of December. The program was rolled out in five wards within the municipality.	1	Achieved. 90 90 90 Awareness Campaign	N/A	Achieved. 4	portfolio committee report	HIV Vote
	Coordinate Senior citizens programmes	Coordinate Senior citizens programmes/	3	N/A	1	Golden Games During July/Aug/Sep within local wards, District	1	Achieved. The municipality participated in the	N/A	N/A	1	Achieved. Zero Cavity Campaign	N/A	Achieved. 3	portfolio committee report	Senior citizens vote

					and Finalis held at Richards bay		Nation al Golde n Game s from the 20th to the 28th of Octob er 2015 in the Northe rn Cape.									
	Promotio n of Art and culture through A&C Program mes	Number of the A&C planned program mes	4	N/A	1	Achieved Umkhosi Womhlang a, held from 21 - 23 aug 2015 in Ward 6	1	Achiev ed. Local youth partici pated inthe Provin cial Reed dance cerem ony in the 1rst and 2nd	1	1 Achie ved	1	Achiev ed	N/A	Achie ved. 1	portfo lio com mitte e repor t	AC Vote

								October 2015 at KwaNongo ma.								
COMMUNICATIONS PUBLIC RELATIONS AND BRANDING																
	Ensure that IGR is strengthened through the Development of a Communications Strategy.	Date adoption of a communication strategy	Dec-15	N/A	N/A	N/A	Dec-15	Not achieved. However, Draft strategy has been presented to MANCO for comments.	N/A	N/A	N/A	N/A	N/A	Not achieved	Draft strategy	N/a

	Ensure that IGR is strengthened through the development of a Public participation Strategy.	Date adoption of a Public Participation Strategy	30-Dec-15	N/A	N/A	N/A	30-Dec-15	Not achieved. However, Draft strategy has been presented to MANCO for comments.	N/A	N/A	N/A	N/A	N/A	Not Achieved	Draft strategy	N/A
	Ensure efficient customer relations	Review of customer care plan	30-Jun-16	N/A	N/a	N/A	n/A	N/A	N/a	N/A	30-Jun-16	Not achieved	N/A	Not Achieved	N/a	N/a
	Maintain a fully functional municipal website	Number of reports on documents and notices uploaded on the municipal website	4	N/A	1	1	1	1	1	1	1	1	N/A	Achieved. 4	N/A	n/A

	Ensure development of a quarterly municipal newsletter	Develop a Municipal Newsletter	2	N/A	N/A	n/a	1	Not achieved	1	Not achieved	1	Not achieved. However a service delivery booklet was developed printed and distributed to communities	N/a	Not achieved	N/A	n/A
	Procurement of branded diaries and calanders	Report on branded diaries and calanders	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Not achieved as the function is still handled by the Manager Administration.	N/A	Not Achieved	N/A	N/a
	Facelift of reception area	Report on upgrading the receptio	1	N/A	N/A	n/a	n/a	n/a	N/A	n/a	1	Achieved	N/A	Achieved. 1	N/a	N/A

		n area															
ADDITIONAL INFORMATION																	
	Monitoring of media coverage of the Municipality	Quarterly report on Media Coverage of the municipality	4	N/A	1	1	1	1	1	1	1	1	1	N/A	Achieved. 4	n/A	N/a

Responsible Department : TECHNICAL SERVICES				Baseline	ANNUAL PERFORMANCE REPORT FOR THE YEAR ENDING 30 JUNE 2016 (QUARTER 1,2,3 AND 4)								Actual achieved	Means of verification	Budget by vote	
Project Management Unit, Development/Town planning, Electricity, Housing					QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4					CHALLENGES / REASONS FOR DEVIATION
National Key Performance Area	Strategic Objectives	Performance Indicators	Annual target		Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual				

Basic Service Delivery	To ensure proper management and maintenance of the existing infrastructure	Date of Adoption	30-Sep-15		30-Sep-15	Not achieved	N/A	N/A	N/A	N/A	N/A	N/A	Staff capacity and Budget constraints regarding appointment of service provider to develop the plan.	Not achieved /	N/A	
	Facilitation of electricity installation	number of households electrified	530		181	Contractor is currently busy with the construction of LV Lines and planting poles.	362	188 of 530	342	375 of 530	530	626	N/A	626. Achieved	Report	2.5 mil
Basic Service Delivery	Provision of low cost	Number of units to be built	Progress Report		N/A	N/A	35	Not achieved	35		100	Not achieved	Currently awaiting for the	Target not achieved	Progress report	Human Settlements

y	housing – provision of houses in KwaMbotho							Sub mission to DoH S TEA C for approval		Not Achieved			approval by the DoHS: MEC			nt funding
Basic service Delivery	Provision of low cost housing – provision of houses in KwaFondo	Number of houses to be built	37 of 41 units		N/A	N/A	47	Not achieved.	47	Not achieved. Process of deregistration of beneficiaries falling outside the project boundaries was delayed	47	Achieved	Delays due to beneficiaries who were located outside municipal boundaries.	Achieved	Closeout Report	Human Settlement funding
Basic Service Delivery	Provision of low cost housing	Number of houses to be built	40 of 1071 units		bulk services	(WIP)	bulk services	WIP	Bulk water services	WIP	bulk services	Target not achieved,	Delays due to slow progress by the	SCM stage	Progress report	N/A

	– provision of houses in KwaMazakhele Phase 3				Work in progress							however bulk services have been completed by the District.	district municipality in completing the bulk waters services construction.			
Basic Service Delivery	Provision of low cost houses in KwaJali Phase 2 / KwaMachi Phase 2	Number of houses to be built	Approval of business plan by MEC (1000 units)		N/A	Advertisement. Process is at SCM stage.	Planning stage	SCM process been finalised	scm	WIP	scm	Target achieved. Appointment of service providers achieved and they were further introduced to communities.	N/A	Achieved	Progress report	N/A

Basic Service Delivery	Provision of low cost houses in KwaMachi	Number of houses to be built	Approval of business plan by MEC (6000 units)		N/A	Not achieved	Introduction of IA's to the communities of KwaMachi	Not Achieved	Facilitate the submission of business plans by IA's	Not Achieved	Approval of business plans	Achieved	N/A	Achieved	Progress report	
Basic Service Delivery	Un-interrupted supply of electricity and Repairs of Electricity Infrastructure within 24hrs	Number of reports of infrastructure repaired	4		1	1	1	1	1	0	1	0	Limited human resource capacity	2 out of 4 reports	Copies of reports	
TOWN AND DEVELOPMENT PLANNING																
Municipal transformation	Integrated land Management	Date of completion of Review	30-Jun-16		Preparation	Status Quo,	Preparation	Draft Vision, Strat	Preparation towards	Finalising of SDF	Preparation towards	25-Jun-16	N/A	Achieved	Council resolution	

on and institutional development	& spatial Planning initiatives	ed, SDF			towards completion of project.	Visioning and strategy workshop, stakeholder workshop for nodal surveys.	towards completion of project.	egies and Synthesis Report – Final draft to be submitted	ds completion of project.		ds completion of project					
Municipal transformation and Institutional development	Completion of municipal LUM SCHEME	Date of completion of LUMS Review	30-Aug-15		30-Aug-15	N/A	N/A	N/A	N/A	N/A	N/A	Achieved	N/A	finalised and adopted in August 2015.	Council resolution	N/A
Basic Service Delivery	Ensure proper implementation and monitoring of building plans submitted	Timeframe for acknowledgment and attending to building plans	within 30 days		within 30 days	Achieved. within 30 days	within 30 days	Achieved. within 30 days	within 30 days	Achieved. within 30 days	within 30 days	Achieved. within 30 days	N/A	Achieved	monthly reports	

Basic Service Delivery	Ensure monitoring of all existing building	number of reports developed on building inspections conducted	4		1	1	1	1	1	0	1	0	Limited human resource capacity	Not achieved (2 out of 4)	Copies of signed reports	
Municipal transformation and Institutional development	Ensure proper implementation and monitoring of land use applications	Timeframe for acknowledgment and attending to applications	3 Days		30	Achieved	30	Achieved	30	Achieved	30	Achieved	N/A	Achieved	Log report	N/A
PROJECT MANAGEMENT UNIT																
Basic Service Delivery	To ensure investment on infrastructure development and service delivery	Completion Construction of Bhudlu Road and Bridge by date	Completion by 30 June 2016	N/A	Construction	Not achieved	Construction	Not achieved	Construction	Not achieved	N/A	N/A	Appointed bidder declined bid after appointment due to underestimation and price escalation	Not achieved	Close out report	

	To ensure investment on infrastructure development and service delivery	Completion of High Masts on ward 4 by date.	30-Jun-16	N/A	Construction	55% towards completion	Construction	80% towards completion	Construction	WIP	Construction	95%	Slow progress of contract or	Achieved. Completion of side walks, road marking and signage outstanding	Progress report	
	To construct New Community facilities	Completion of community Hall in ward 5 By date	30-Jun-16	N/A	Project Planning	SCM Stage	Project planning	SCM stage	Construction	WIP	Construction	Practical Completion	Recommendations on snag list	Practical completion	Progress report	
	To ensure the maximisation of the municipality's resources in a sustainable	Percentage of the Municipality's capital budget spent on capital projects in terms of the IDP	100%		15% of 100	Not reported	45% of 100%	40%	75% of 100%	58%	100%	77%		Not achieved	Financial report	

	manner															
	To ensure investment on infrastructure development and service delivery	Completion Construction of Callway (and portion of shepstone street).	30-Jun-16	N/A	Project Planning	SCMStage	Project planning	SCM	Appointment of contractor	Not achieved	Construction	85%	Tenders received exceeded available budget, therefore S32 was used as a corrective measure	Target not achieved	Progress report	
	To ensure investment on infrastructure development and service delivery	Upgrade of Landfill site	30-Jun-16	N/A	Construction WIP	stageConstruction of access road and fencing to demarcate sensitive area.	Construction WIP	Access complete and fencing is at 80% towards completion.	Construction	WIP	Construction	Fencing is complete. Municipality is in the process of appointing a new	Fencing complete. However there were delays due to poor performance by contractor, which	not achieved	Progress report	

												service provider, due to poor performance of previous contractor and termination.	led to termination.			
	To ensure investment on infrastructure development and service delivery	Completion construction of Phumza Community Hall by date.	By 30 June 2016		Construction completed by 30 September 2015	Achieved.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Achieved	Close out report	
Basic service delivery	Job creation and poverty alleviation through EPWP.	61 EPWP participants	61	40	40	40	21 new participants	61	61	61	61	61	N/A	61. Achieved	HR Report	EPWP Grant

ROADS AND STORM WATER															
To ensure investment on infrastructure development and service delivery	Number of report of access roads maintained	12		3	0	3	0	3	0	3	2	Inadequate Resources and Constant breakdown of machinery	Not achieved	Copies of reports	
To ensure investment on infrastructure development and service delivery	Number of reports of Stormwater Drainage maintenance	4		1	1	1	1	1	1	1	1	N/A	Achieved	Copies of reports	
ROLL OVER PROJECTS FROM PREVIOUS FINANCIAL YEARS															

	Constru ction of Ocingwe ni Sportsfi eld in Ward 4	Comple tion date	30-Mar- 16	N/A	Const ructi on	WIP	Const ructi on	WIP	Const ructi on comp leted	Achie ved.	N/Aa	N/A	N/A	const ructi on comp leted on the 3rd Quar ter. Achie ved	Close out report	
	Ngunjini to Mzukul wa Road and bridge9 2011/20 12)	Comple tion date	30 March 016	N/A	Const ructi on	WIP	Const ructi on	WIP	Const ructi on comp leted	Achie ved	N/A	N/A	N/A	const ructi on comp leted on the 3rd Quar ter. Achie ved	Comple tion certific ate / close out report	
	Nyovela Access Road	Comple te date	30-Mar- 16	N/A	Const ructi on	WIP	Const ructi on	WIP	Const ructi on comp leted	Achie ved	N/A	N/A	N/A	const ructi on comp leted on the 3rd Quar	Close out report	

														ter. Achieved		
	Maintenance of Rural Access Roads on all wards	Number of Reports of Access Roads maintained	4 quarterly reports	N/A	1	1	1	1	1	1	1	1%	Inadequate Resources and Constant breakdown of machinery	4 quarterly reports. Achieved	Copies of reports	
	Maintenance of Stormwater drainage	Number of Reports of Stormwater Drainage maintained	4 quarterly reports	N/A	1	1	1	1	1	1	1	1%	N/A	4 quarterly reports. Achieved	Copies of reports	

Responsible Department : FINANCE DEPARTMENT					ANNUAL PERFORMANCE REPORT FOR THE YEAR ENDING 30 JUNE 2015 (QUARTER 1,2,3 AND 4)									Actual achiev ed	Means of verific ation	Bud get by vot e
Project Management Unit, Development/Town planning, Electricity, Housing					QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		CHALLE NGES / REASO NS FOR DEVIAT ION			
Nationa l Key Perform ance Area	Strategic Objectiv es	Perfor mance Indicat ors	Baselin e	Annual target	Projec ted	Actua l	Projec ted	Actu al								
Financi al Viability and Manag ement	To ensure that the organisat ions finances are managed sustainab ly / Ensure annual cash flow manage ment	Submis sion of monthl y statem ent of cash out flows and cash In- flows to Treasur y by	Within 10 workin g days monthl y.	Within 10 workin g days monthl y.	Withi n 10 worki ng days	Achi eved	Within 10 workin g days	Achi eved	Within 10 workin g days	Achi eved	Within 10 workin g days	Achi eved	N/A	Achiev ed	Monthl y cash flow report	

		date														
Financial viability and management	Implement proper Creditors & Payments Administration	Percentage of invoices paid within 30 days from the receipt by creditors	100%	100%	100%	Achieved	100%	Achieved	100%	Achieved	100%	Achieved	N/A	100% Achieved	Monthly expenditure reports	
Financial viability and management	Accurate and timely payment of salaries	Date of completion of payroll	By 25 th of each month	Monthly completion of payroll by approved due dates	By 25 th of each month	Achieved	By 25 th of each month	Achieved	By 25 th of each month	Achieved	By 25 th of each month	Achieved	N/A	By the 25 th of Every month. Achieved	Payroll reports	
	Provide Indigent Household Subsidization	Number of qualifying households with access to free monthly		5856 of qualifying households with access to free monthly	5856	Achieved	5856	Achieved	5856	Achieved	5856	Achieved	N/A	5856 of qualifying households with access to free monthly	Indigent database register	

		y basic service s annually		y basic service s										y basic service es. Achieved		
Financial viability and management	Improve Debt Collection (revenue Enhancement)	% Reduction of the debtors book by date		45%	5%	1.67 %	10%	2.00 %	10.00 %	3.00 %	20.00 %	1.68 %		Not Achieved (21.54 %)	Debtors age analysis Report	
	Development of an Annual Procurement Plan	Submission of 2015/16 Procurement Plan to MANCO for adoption 31 July 14	By 31 July	31-Jul- 14	31-Jul- 14	Achieved	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Submission was done before the 31st of July. Achieved	Minutes of MANCO meeting	n/A
Financial viability and management	Implementation of Supply Chain Management Policy.	Turnover time for the acquisition of goods &	60 days Turnover time	60 days Turnover time for the acquisition of	60 days Turnover time	Achieved	60 days Turnover time	Achieved	60 days Turnover time	Achieved	60 days Turnover time	Achieved	N/A	60 days Turnover time. Achieved	Minutes log of dates when tenders were	

		services		goods & services above 200K											advertised / Bids awarded register	
	Conduct a cleansing and verification of the Supplier Database	Number of verification / cleansing conducted on the supplier database	1 verification / cleansing conducted on the supplier database	1 verification / cleansing conducted on the supplier database	verification	Achieved	verification	Achieved	Verification	Achieved	Verification	Achieved	N/A	Verification done. Achieved / On going	Monthly financial reports	N/A
	Continuous Update of asset register	Updated GRAP compliant FAR on a monthly basis	12	12	3 Monthly FAR updates done	Achieved	3 Monthly FAR updates done	Achieved	3 Monthly FAR updates done	Achieved	3 Monthly FAR updates done	Achieved	N/A	3 Monthly FAR updates done in every quarter. Achieved	Asset register	

Financial viability and manag ement	Ensure complan ce with Sec 71 & 72 Reports, National Treasury Reports & Statutory Returns.	Monthl y S 71 and In Year Monito ring Returns submitt ed by legislat ed deadlin e (Month ly Nation al Grant Returns as allocat ed in terms of DORA by legislat ed deadlin e)	12Mon thly S 71 and In Year Monito ring Return s submit ted no later than 10 workin g days after every month end	12Mon thly S 71 and In Year Monito ring Return s submit ted no later than 10 workin g days after every month end	3 Mont hly S 71 and In Year Monit oring Retur ns submi tted no later than 10 worki ng days after every month end	Achie ved	3 Month ly S 71 and In Year Monit oring Return s submit ted no later than 10 workin g days after every month end	Achi eved	3 Monthl y S 71 and In Year Monito ring Return s submit ted no later than 10 workin g days after every month end	Achi eved	3 Month ly S 71 and In Year Monit oring Retur ns submi tted no later than 10 workin g days after every month end	Achi eved	N/A	3 Monthl y S 71 and In Year Monito ring Return s submit ted no later than 10 workin g days after every month end for every quarte r. Achiev ed	Sec 71 report s to counci l/ Minut es of Counci l meeti ng	
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Financial viability and management	Ensure compliance with Sec 72 & 28 reports, National Treasury reports & Statutory returns.	Quarterly Verification Reports of Conditional Grants transferred and Statement of Capital and Operating expenditure submitted not later than 24 working day after the end of every quarter	4	4	1	1	1	1	1	1	1	1	1	Achieved	4. Achieved	Copies of quarterly reports	
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	Ensure compliance with Sec 72 & 28 reports, National Treasury reports & Statutory returns.	Produce S72 report and submit to Council for adoption		S72 report to be submitted to Council in January 2015	N/A	N/A	Compliance of Sec 72	To be reported in 3 rd Quarter	Compliance of S72	Tabled to Council on 27 January 2015	N/A	N/A	N/A	Achieved	N/A	N/A
	The municipality ensures preparation of budget and compliance with all legislative requirements	Preparation of the budget process plan	31-Aug-14	Date of approval of the budget process plan 31 August 2015	31-Aug-14	27-Aug-15	N/A	Achieved	N/A	N/A	N/A	N/A	N/A	Process Plan was adopted on the 27th August. Achieved	Council resolution and copy of plan	

Financial viability and management	Preparation and submission of annual financial statements to auditor general	Prepare annual financial statements and submit to Auditor General	Submission on 31 August 2015	Submission of AFS by 31 August 2015	31-Aug-15	Achieved	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	AFS was submitted before 31 August. Achieved	Proof of submission	
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COMUNITY SERVICES DEPARTMENT				ANNUAL PERFORMANCE REPORT FOR THE YEAR ENDING 30 JUNE 2016 (QUARTER1,2,3 AND 4)									Actual achieved	Means of verification	Budget by vote
				QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		CHALLENGES / REASONS FOR DEVIATION			
National Key Performance Area	Strategic Objectives	Performance Indicators	Annual target	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual				
Municipal transformation and Institutional development	vehicles registered in rand value	Number of reports produced on vehicles registered.	12	3	Three reports reflecting a total of 174 vehicle registration in the first quarter	3	3 reports reflecting a total of 180 vehicle registration in the second quarter	3	3 reports created and a total 208 vehicles registered & licensed for the quarter	3	3 reports reflecting 223 vehicles registered and licensed	N/A	Achieved (12 reports)	Copies of reports	N/A
	Promotion of road traffic signs	Number of reports produced on learner booking	12	3	Three reports concluded reflecting 391 learners	3	3 reports reflecting 391 learners registered	3	3 reports created with total of 493 learner	3	3 reports reflecting 371 learner bookings	N/A	Achieved 12 reports	Copies of reports	N/A

		s			rs regist ered a total of 168 actual ly issue d		red and total of 184 issued		s bookin gs record ed		record ed				
Municipal transfor mation and Instituti onal develop ment	Improve ment of traffic control in town – registrati on and licensing of vehicles	Number of reports produce d on driver licenses register ed.	12	3	Three report s reflect ing 692 driver s' licenc es regist ered. A total of 802 licenc es were issue d	3	3 Repors reflecti ng 701 driver's licence s regist ered. And a total of 826 licence s issued	3	3 reports produc ed with a total of 654 drivers licence s record ed	3	3 report s reflecti ng 620 driver licens es record ed	N/A	Achiev ed 12 reports	Copies of reports	N/A
Municipal transfor mation and Instituti onal develop	Provision of safe environm ent	Number of reports produce on Number of vehicles tested for COR	12	3	Three report s show a total of 79 vehicl es were tested	3	3 reports reflecti ng a total of 129 vehicl es	3	3 Report s produc ed with a total of 124 vehicle	3	3 report s reflecti ng 138 vehicl es tested for	N/A	Achiev ed 12 reports	Copies of reports	N/A

ment					for COR for the quarter		tested for COR for the quarter		s tested for Roadw orthy certific ate		roadw orthy certific ates				
Basic service Delivery and Infrastru cture Develop ment	Fulfilmen t of fleet operatio ns (Repairs and maintena nce, vehicle licensing , fuel and oil, tracker) obligatio ns.	Date of approva l of fleet manage ment plan	9/30/ 2015	Approv al of fleet manag ement plan by 30 Sep 2015	Not achie ved	N/A	N/A	N/A	N/A	N/A	N/A	lack staff capacity	Not Achiev ed		
DISATER MANAGENT & FIRE FIGHTING/RESCUE															
Municip al transfor mation and Instituti onal develop ment	To vigilantly plan and manage unforese en natural disasters	Date adoptio n of Disaster Manage ment Plan Review ed	30- Jun- 16	N/A	N/A	N/A	N/A	N/A	N/A	30- Jun- 15	NOT ACHIE VED	SERVIC E PROVI DER HAS BEEN APPOIN TED AND TARGE T REVISE D FOR COMPL	Not achiev ed	N/A	Disast er vote

												ETION IN THE NEXT F/Y			
Good Governance and Community participation		Number of disaster awareness campaigns in all municipal wards	10	3	1	3	0	4	2	5	0	Shortage of personnel, the disaster officer was promoted to management position. Position has been advertised to be filled in the next f/y	Not achieved (3 campaigns)	N/A	N/A
Municipal transformation and Institutional	To vigilantly plan and manage unforeseen	Date of capacity building on disaster management	30- Dec- 16	1	Achieved	N/A					N/A	N/A	Achieved	N/A	LED vote

development	natural disasters	ment (informal economy) Number of reports on disaster related incidents assessed	12	3	N/A	6	13 incidents assessed and emergency relief was provided to the affected members e.g blankets & food parcels	3	3 monthly reports created with a total of 60 households assessed and assisted	3	2 reports due to no disaster incidents in the month of April	n/a	12. Achieved	Copies of reports	R210 89.00 has been used for quarter 2
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Good Governance & community participation	To vigilantly plan and manage unforeseen natural disasters	Number of training programmes conducted	3	N/A	N/A	1	Dec a training programme was held at ward 4 on fire services by-laws	1	0	1	1 Achieved / Workshop to build institutional capacity for fire fighters	N/A	3. Achieved	Report	N/A
Municipal transformation and Institutional development		Number of reports developed on reported fires	4	N/A	0	1	A total of 9 fire incidents were reported and attended to within the quarter	1	1 quarter report reflects a total 5 structural fire damages reported and attended	1	1 repot	N/A	4. Achieved	Copy of report	
			1 per quarter										Consolidated report compiled		
LIBRARY SERVICES															

Municipal transformation and Institutional development	Promotion of learning	Number of reports to be created	4	1	1	1	1	1	1	1	1	N/A	4. Achieved	Copy of report	N/A
		Number of computer training reports per month	8	2	N/A	2	0 report due to shortage of personnel	2	1	2	0	Shortage of staff. Current Cyber Cadet is also the acting IT officer.	Not Achieved	N/A	N/A
Municipal transformation and Institutional development	Promotion of learning	Provision of new membership reports	4	1	1	1	1	1	1	1	1	N/A	4. Achieved	Copies of reports	N/A
Municipal transformation and Institutional development	Promotion of learning	Number of Reports to be developed on the circulation of books	4	1	1	1	1	1	1	1	1	N/A	4. Achieved	Copies of report	

PARKS AND GARDENS															
Basic service Delivery and Infrastructure Development	To ensure proper management and maintenance of the existing infrastructure	Number of reports on sport fields maintenance (grass cutting)	4	1	1	1	1	1	1	1	1	N/A	4. Achieved	Copies of reports	
Basic service Delivery and Infrastructure Development	To ensure proper management and maintenance of the existing infrastructure	Number of reports on park maintenance per quarter	4	1	1	1	1	1	1	1	1	N/A	4. Achieved	Copies of reports	
Basic Services and Infrastructure Development	To ensure proper management and maintenance of	Number of reports on the maintenance of cemete	4	1	1	1	1	1	1	1	1	N/a	4. Achieved	Copies of reports	

	the existing infrastructure	ries per Quarter													
		Number of verge maintenance reports per quarter	6	1	1	1	1	1	1	1	1	N/A	6. Achieved	Copies of reports	
COMMUNITY FACILITIES															
Basic Services and Development	Safe keeping of municipal and community facilities Implementation of maintenance plan	Date of adoption of the plan	3	N/A	N/A	1	One report reflecting three repair and maintenance were conducted within the quarter	1	One report reflecting 5 repairs and maintenance were conducted	1	1 Report on the assessment of all municipal facilities.	N/A	3. Achieved	Copy of report	

Municipal Transformation and institutional development	Ensure continuous recording of community facilities	Number of reports regarding bookings or usage	3	N/A	N/A	1	1 report compiled reflecting that Town hall had 42 bookings recorded and 2 two bookings for the small hall. Mkhoba Hall booked once in Oct	1	The report reflects a total of 25 bookings for small hall and 20 bookings for the municipal hall	1	1 Report reflecting a total of 17 bookings for the small hall and 23 bookings for the big municipal hall. A total of 12 bookings generated income.	N/A	3. Achieved	Copy of report	
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DEPARTMENTAL PROGRAMME: ADMINISTRATION ,HUMAN RESOURCE MANAGEMENT & ICT MANAGED SERVICES																	
I D P R e f	NAT ION AL KPA	STRATE GIC OBJECT IVES	KEY PERFO RMAN CE INDIC ATOR (KPI)	AN NU AL TAR GET	ANN UAL BUD GET ALLO CATI ON	QUARTER 1 PMS REPORT		QUARTER 2 PMS REPORT		QUARTER 3 PMS REPORT		QUARTER 4 PMS REPORT		Chal eng es face d & Plan ned corr ecti ve acti ons	Actua l Achie ved / Not Achie vedfo r the Year	Means of verifica tion	Budg et
						PROJ ECTE D	ACTU AL	PROJE CTED	ACTUAL	PROJE CTED	ACTUAL	PRO JECT ED	ACHI EVED				
	Municipal Transformation & Institutional Development	To Ensure institutional development & Sound administration	Percentage	100 %	Training vote	25%	0%	50% spent on the municipal training vote.	6% expenditure.	N/A	N/A	100 %	Achieved	N/A	100% Achieved	Financial Report	Bursary Vote

		Ensure that municipal has proper resource in respect of human resources (Organogram)	Date Adopted	30-Sep-15	N/A	30-Sep-15	Not Achieved. The process of developing job descriptions required that the HR unit utilise the current organogram, and due to time and capacity	Review on municipal organogram	Not Achieved	N/A	Not achieved	N/A	Not achieved						
														N/A	Not achieved	N/A	N/A		

					const raint s, there was no effeci ent time to revie w the orga nogr am. Revie w is now plann ed for Q2.										
Ensure retenti on of municip al employ ees	Date adopti on of Municip al retenti on policy by MANC	30- Dec- 15	-	N/A	Plann ed for Q2	Adopti on of municip al retenti on policy.	Retention policy is in place. Was developed and adopted n the previous f/y.	N/A	N/A	N/A	Achie ved. Polic ies revie wed in Q4.	N/A	Adopt ion of munic ipal reten tion policy was compl eted	Copy of policies review ed	N/A

		O											in the second quarter. Achieved		
Ensure Review of the Human Resource Policies	Number of HR Policies Reviewed	3	N/A	N/A	Planned for Q2	Number of HR policies to be reviewed.	Travelling and subsistence policy as well employment Equity have been presented to MANCO and are due to be submitted to the new Council.	N/A	N/A	N/A	Achieved. Policies reviewed in Q4.	N/A	Achieved	Copies of reviewed policies and minutes	
To improve skills capacity for the municipality	Submission of 2015/2016 WSP council	30-May-16	N/A	N/A	WSP Submitted to LGSETA by 30	Submission of WSP to Council	To be reported in Q4	N/A	N/A	30-Jun-15	Achieved in the 3rd Quarter		Achieved in the 3rd Quarter	proof of submission	N/A

		ality to render effective services	l			May 2015, and is due for submission again by 4th Quarter											
	Municipal transformation and Institutional development	Capacity building of municipal staff through training	Number of beneficiaries identified for MFMP and CPMD training.	3	N/A	3	5(Nolit ha Che man e, Slindle Ngco bo, Kgomots o Letebele, Loyiso Nda won	Number of beneficiaries identified for MFMP and CPMD training	Achieved and reported in Q1	N/A	N/A	3	Achieved. 3 Beneficiaries	N/A	Achieved. 3 Beneficiaries	Report with list of approved beneficiaries	Bursary Vote

					de & Mthandazo Mpel a)										
Capacity building of Municipal staff through training .	Date of establishment of the Committee	30-Sep-15	N/A	30-Sep-15	Not Achieved	Establishment of training committee	Achieved	N/A	N/A	N/A	N/A	N/A	Establishment of training committee was done in the 2nd quarter. Achieved	report on establishment of committee	N/A
Ensure that the Employment Equity Plan is in place	Date of submission of report	30-Sep-15	N/A	Date submission of EE report.	DOL has revised submission dates 1st January.	date submission of EE report to DOL.	Planned for Q3. will be reported in last quarter.	date submission of EE report to DOL.	ACHIEVED . As per DOL requirements	N/A	N/A	N/A	Achieved	proof of submission	N/A

			Date of adoption of the EEP	30-Sep-15	N/A	Draft Employment Equity Plan submitted to MANCO for commitments.	Not Achieved	Date adoption of EEP by MANCO	EEP was submitted to MANCO, however the plan was not adopted hence it was resolved that a special MANCO meeting should be scheduled to discuss all policies.	Date adoption of EEP by MANCO	N/A	30-Jun-15	Achieved in the 3rd Quarter		Achieved in the 3rd Quarter	Copy of approved EEP	
		Ensure continuous health and safety environment within the municipality	Date of election of new Health and Safety reps.	30-Sep-15	N/A	New Health and Safety reps elected on the 30 Sept	Achieved, 2015/08/13 List attached	Election of new health and safety reps.	Achieved. Reported in Q1	N/A	N/A	N/A	N/A		Achieved. Reported in Q1	copy of minutes of election	N/A

					emb er 2015											
			Physic al wellne ss progra m aligne d with World AIDS day.	30 Dec 2-15	R96 0 00 (EAP)	N/A	N/A, Plann ed for Q2	World AIDS Day and physic al wellne ss progra m.	Achieved. Programm was held in the 1st December 2015	N/A	N/A	N/A	N/A	N/A	Achie ved. Progr amm was held in the 1st Dece mber 2015	Copy of report on Worls Aids Day progra m
			Financ ial wellne ss	28- Feb- 16	R 96,00 0	N/A	N/A, Plann ed for Q3	Financi al wellne ss progra mme	PLANNED FOR Q3	Financi al wellne ss progra mme	ACHIEVED . Financial wellneday for workers held on the 18th February.	N/A	N/A		ACHIE VED. Finan cial welln eday for work ers held on the 18th Febru ary.	copy of report of wellnes s day
ADMINISTRATION AND ICT MANAGEMENT				ADMINISTRATION			ADMINISTRATION			ADMINISTRATION AND ICT MANAGEMENT						

AND ICT MANAGEMENT										AND ICT MANAGEMENT							
		Ensure compliance with the Collective Bargaining Agreement	Number of meetings planned for the Local Labour Forum adhered to.	5	N/A	1	0	2	N/A	2	N/A	2	N/A	Non functional committee	Not achieved	N/A	n/A
		Strengthen information communication technology systems	Fully functional website	30-Jul-15	N/A	upload all the required information onto the website as per S54 of MFM A	80% website information uploads were done	Have all user logged on to the intranet by Q4	Up to date website	100%	Up to date website	100%	Up to date website	N/A	Achieved. Website is upto date	Copy of IT Report	N/A

		Strengthen information communication technology systems	Functional intranet by 30 July 2014	30-Jul-15	N/A	Setup all user emails and register them onto the intranet	Registered 90% of the users onto the intranet	Conduct Orientation workshops for all intranet users	Engagements with SITA for orientation in progress and all users are logged onto the intranet	Intranet Orientation	all users registered in the intranet	Intranet Orientation	all users registered in the intranet	n/A	All users are registered on intranet. Achieved	copy of IT report	N/A
		Ensure an efficient records management system	Date Implementation of an electronic filing system	30-Jun-16	N/A	N/A	WIP	Check best practice for a best solution	Open discussions in the District Wide IT Forum for the best filing system.	Ongoing print out reports	A teltrace system and a budget monitor has been set up	Ongoing print out reports	A teltrace system and a budget monitor has been	N/A	A teltrace system and a budget monitor has been set up. Achieved	Copies of monthly user reports	N/A

												set up					
		Ensure effective and efficient telecom munication management system	Fully functional teltrac e and budget monitor system	30- Mar -16	N/A	Set up all users pin codes and enfor ce telep hone polic y	90% pin codes were setup	Print out monthl y pin code reports for each user.	N/A	Appoin tment of Service Provide r	60% of work done to link offices	Phas e 1 of the proje ct com plete d r	Fully functi onal teltra ce and budg et mont ior syste m	N/A	Fully functi onal teltra ce and budg et mont ior syste m. Achie ved	offices are connec ted to wireles s	N/A



CHAPTER 5: FINANCIAL PERFORMANCE

COMPONENT A - STATEMENTS OF FINANCIAL PERFORMANCE

5.1 Statements OF Financial Performance

5.2 Grants

5.3 Asset Management

COMPONENT B - SPENDING AGAINST CAPITAL BUDGET

5.4 Capital Expenditure

5.5 Sources of Finance

5.6 Capital Spending on projects

COMPONENT C – CASHFLOW MANAGEMENT AND INVESTMENTS

5.7 Cash Flow

5.8 Borrowings and investments

COMPONENT D – OTHER FINANCIAL MATTERS

5.9 GRAP Compliance



APPENDIX A: WARD COMMITTEE INFORMATION

WARD NO.	MEMBERSHP	SURNAME	FULL NAMES	ID NO. (13 DIGITS)	GENDER		SECTOR REPRESENTED	CONTACT NO.	HIGHEST EDUCATIONAL QUALIFICATION	PREVIOUS MEMBER	
					M	F				YES	NO
1	WARD CLLR	Dlamini	Nyamezela Belford	7106265426088	M		ALL	076 538 4392		YES	
	WC MEMBERS	Jwili	Phumzile	7911070728085		F	Lot R	076 507 9988			
		Duma	Thulisile Ann Sarah	7211110424088		F	Mazithathele	083 984 8400			
		Kheswa	Brightness Thandeka	7406060526086		F	Gudlucingo	073604 8605			
		Mnyandu	Khosi	8402225429083	M		Bozana	736997516			
		Dlamini	Ncanyana Florence	4510070419084		F	Mthintanyoni	076 105 3405			
		Sikhosana	Bongekile	7912290373082		F	Bhiliya	072 8357 119			
		Xaba	Thembuyise	6805165345089	M		Nkoneni	073 136 4843			
		Maduna	Dumisani	730215	M		Sihoqo	078 244 6854			

				5772 083							
		Khumalo	Ndabazabanku Nicholus	680104 6034 083	M		Sigodini	078 366 0124			
		Sikhosana	Musawenkosi Reginald	761221 5812 08 7	M		Mnkangala	072 4023 059			
2	WARD CLLR	Jali	Mlungisi Jolvert	581112 5659 089	M			079 812 3123			
		Khalala	Petros	701220 5940 081	M		Bhidla	072 655 9973			
		Shangase	Zibuyile	771204 0273 081		F	Esabelweni	079 504 3929			
		Mavundla	Xoliswa	901006 1160 081		F	Jijintaba	073584 0566			
		Mbotho	Vukani	870524 5944 083	M		Fihla	074 376 7839	Grade 11		
		Mdleko	Dorcas Bonakele	630213 0686 086		F	Mpeshu	083 403 7687			
		Mhlamvu	Bheki Phineas	800104 6022 083	M		Esiganseni	078 056 8052			
		Nyawo	Sibongile Elizabeth	720203 0535		F	Bashaweni	073 161 9523			

				087							
		Vacancy									
		Skhosana	Goodman Mhlonipheni	800427 5339 087	M		Xambu	076 083 3003			
		Mdleko	Ellen Sithandiwe	810219 0859 088		F	Ndlovini	073 7343232			
3	WARD CLLR	Houston	Alwin Thomas	581220 5137 089	M			083 328 9477		Yes	
	WC MEMBERS	Davenhill	Collin John	521130 5094 086	M		Business	765316528	Grade 11	Yes	
		Glover	Louisie	721102 0266 086		F	Ghostown	078 691 3060	Grade 9		
		Mndela	Nomaweseli Nethelca Nancy	521221 0687 089		F	Zelia	734901616	Diploma in Teaching		
		Sosibo	Beatrice	401224 0630 088		F	Mazakhele-Phase Two		Grade 8		
		Ceza	Nontsokolo	550915 0877 08 7		F	Mazakhele-Phase Three	836166081			
		Malanda	Manto Beatrice	490124 0201 082		F	Mazakhele-Phase One	073 549 6368			
		Persent	Ebrahim Bright	800425 5452	M		Faith Based	078 108 7577			

				082							
		Binza	Weliswa	660510 0089 085		F	Rate Payers	082 839 6657	Diploma		
		Gagai	Zukile	740323 6179 080	M		Greenfields	734241829	Degree in Teaching		
		Nciki	Mziselwa Lenford	481010 5814 086	M		Keate-Turner Street	073 844 7888	BA Degree: Education		
4	WARD CLLR	Dlamini	Sthembiso David	790212 6056 084	M			078 771 8325			
		Cwele	Nomzamo	800522 0368 089		F	Nyanisweni	071 273 7324	Grade 11		
		Deyi	Zamokwakhe	850715 5625 084	M		Nyanisweni	078 529 2831			
		Mbukelwa	Simon	770503 5334 082	M		Esikhulu				
		Zulu	Mantombiliza	640805 0468 080		F	Esikhulu	071 040 0901			
		Maci	Thab'sile Faith	760215 0891 089		F	Elangeni				
		Ncanini	Lungani Russel	820105 5120 087	M		Langeni	073 200 4634	Grade 12		

		Nciki	Nomathamsanga Gracious	720305 1470 089		F	Qwebela	716409459	Grade 11		
		Jali	Thobekile Doreen	710813 0166 089		F	Ocingweni	073 966 2684	Grade 12		
		Ngubelanga	Boniswa F	780926 1030 081		F	Ocingweni	079 021 5730			
		Machi	Mzwandile	850510 5813 083	M			072 306 6045			
5	WARD CLLR	Nkomo	Caroline Phumzile	600627 0749 089		F		079 816 4307			
		Mzotho	Mbonisweni Eric	750206 6042 084	M		Mzukela Stad Van	078 216 6982	Grade 7		
		Mtshali	Schoolboy Sibusisi	670318 5605 089	M		Mbeleni	082 404 6003	Degree in Teaching		
		Madlala	Gibson Mgcini	630510 5807 082	M		Mbeleni	073 102 3017	Grade 8		
		Bhane	Simphiwe	700103 6402 080	M			071 822 5468			
		Bhane	Thobekile Goodness	720507 0716 087		F	Mbonwa	072 848 9373	Grade 11		

		Ncama	Nesi	870319 1159 087		F		071 407 4800			
		Mkhondwana	Sizwe Patrick	781222 6002 088	M		Mvuyo	084 431 8460	Grade 11		
		Ncama	Xolisile Happiness	790329 0946 084		F	Mvuyo	073 490 2510	Grade 7		
		Cwele	Zwelakhe	750126 5825 083	M		Kholom	072 109 0624			
		Ncayiyana	Zinhle	720927 0989 080		F	Mvuyo	078 018 2259	Matric		
6	WARD CLLR	Vethe	Sokiwe Wilton	640924 5567 083	M			073757 5961		Yes	
	WC MEMBERS	Machi	Nombali	821202 0932 086		F	Nombengeza	082 951 5141			
		Nciki	Noxolisa Felicia	641024 0926 084		F	Wela	073 546 2785			
		Jojisa	Vuyisile Wiseman	690814 5527 089	M		Nhlanza	073 085 0180			
		Madiya	Prudence Lungisile	870708 0781 083		F	Nhlanza	073 733 6242			
		Memela	Sibusiso	781101	M		Nyanisweni	073 738			

				5696 084				6957			
	Bhane	Gcinimali Derrick		710120 5389 082	M		Mthentu	073 947 3429			
	Cebisa	Sizakele Dagracia		800118 0681 082		F	Qwebela	083 885 4152			
	Tabhu	Sibusiso Erick		730117 5344 089	M		Gangala	071 162 9292			
	Mhlamvu	Khethokwakhe		750404 5260 084	M		Mshisweni	076 478 7571			
	Sihlophe	Phumzile Olivia		771126 0771 089		F		073 412 1199			
7	WARD CLLR	Nyathi	Mzwandile Victor	750520 5313 084	M			083 662 8232		Yes	
	WC MEMBERS	Jali	Zintle Fransisca	750525 0986 081		F	Qwarhu	073 411 9233	Grade 11		
		Mbanjwa	Khlisile Constance	630603 1127 082		F	Mkhoba	083 693 9399			
		Dlamini	Thulisile Nomandlovu	800327 1013 084		F	Nkungwini	072 714 7317			
		Nzaka	Vuyokazi	741127 0332		F	Ngqolo	073 522 0296	Grade 10		

				085							
		Ntozakhe	Luvo	810417 6084 084	M		Mkhoba	073 656 4438	Matric		
		Di	Thulisile	680408 0816 084		F	Ngqolo	071 052 1316			
		Mpofana	Thulatu Gladys	631225 1886 084		F	Ndakeni	071 805 8180			
		Gantsa	Nokulunga Beauty	611114 0636 084		F	Nkungwini	073 774 4635			
		vacant									
8	WARD CLLR	Chiliza	Thembalakhe Hector	700319 5822 082	M			083 765 3950			
	WC MEMBERS	Hlabe	Sihle	820310 5459 08 7	M		Ndakeni	073 9325945			
		Ngxabi	Lucas	760312 5961 08 0	M		Gayiga	083 4368958			
		Jali	Wandile Pinky	821231 1202 082		F	Ngubelanga	076 616 4401			
		Tshangela	Phindiwe	790220 0733 08 7		F	Ngubelanga	078 06277 15			

		Mbuthuma	Ntombikhona	810225 0950 082		F	Mbuthuma	073 879 3108			
		Machi	Thokozani	731208 5257 089	M		Mbuthuma	07810 99 908			
		Memela	Nkululeko Magnificent	760908 5196 088	M		Mkhoba	078 4361 049			
		Ngwane	Irvin Wiseman Sibusiso	781205 5996 087	M		Stezi	082 221 8971			
		vacancy									
		Jali	Noluthando Edmara	840531 0276 087		F	Mkhoba	072 329 1078			
9	WARD CLLR	Ngubelanga	Hopewell Jabulani	630510 5742 081	M			082 954 2024		Yes	
	WC MEMBERS	Dlomo	Nokubonga	840315 1023 082		F	Nhlanjeni	076 698 0459			
		Jali	Alpheus	650412 5354 0889	M		Nyandeni	081 0955 253			
		Jali	Bongiwe Constance	621122 0848 086		F	Gungcwini	078 043 8669			
		Skhahlana	Silindile Nonhle	831126 0323 087		F	Mlolweni	071 743 8501			

		Ngubelanga	Syabonga	720122 0445 081		F	Nkungwini	078 137 9194	Grade 7	Yes	
		Gwija	Mfaniseni Simeon	810112 6056 082	M		Ngele	073 569 2505	Grade 11		
		Ncobela	Amos Msawenkosi	761104 5660 080	M		Bhudlu & Mjika				
		Ndonyela	Somakahle	830919 5611 089	M		Imbizo	071 9578 7669	Grade 10		
		Shebi	Stanford Dumisani	750214 5501 084	M		Sikhulu	736794071	Matric		
		Mdingane	Numani Nelson	611129 5650 080	M		Mawani	078 9051546	Grade 10	Yes	
10	WARD CLLR	Gavu	Mavis Busisiwe	570606 1104 086		F		082 726 4533		Yes	
	WC MEMBERS	Hlophe	Philile Monica	830319 0532 085		F	Themba lethu	079 1545 141			
		Mjaja	Dukuza Walington	550331 5694 081	M		Nqabeni	082 835 4012			
		Mcobothi	Mashiwe Receiptve	770602 5550 083		F	Emzinhlanga	078 296 2393			
		Sigwebela	Siphiwe	690214	M		Phumza	073 066			

		5867 082				1820			
Nciki	Thembisile	500727 0330 087		F	Phumza	072 644 1737			
Ncayiyana	Sikhumbuzo Desmond	670710 5971 083	M		Nyandeni	073 221 7929			
Mbuthuma	Zimelephi	700811 0348 089		F	Bhekene	079 118 3644			
Mphofu	Nonhlanhla Thelma	771125 0582 082		F	Nhlokoyenkomo	071 020 7243			
Ngwane	Fano	730228 5312 081	M		Madweleni	07399 27485			

Frequency of ward committee meetings per ward

Ward	Q1 meetings	Q2 meetings	Q3 meetings	Q4 meetings
01	3	3	3	3
02	3	3	3	3
03	3	3	3	3
04	2	3	3	3
05	3	3	0	3
06	3	2	3	3
07	1	3	3	3
08	3	3	1	1
09	3	3	3	3
10	2	3	3	3
TOTAL	26	29	25	29



APENDIX B: AUDIT REPORT

APPENDIX C: AUDITED ANNUAL FINANCIAL STATEMENTS

*TO BE INSERTED